Numbered Circulars
Secondary

1947-48
1948-49

PROVINCE OF ONTARIO
LETTER SIZE REVERSIBLE FOLDER

NAME

NO.

1947-48
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MINISTRY OF EDUCATION, ONTARIO

972

HONOUR GRADUATION

granted on the basis of marks obt

Names of students in full, in alphabetical order, surnames preceding. PLEASE PRINT IN BLOCK LETTERS	Age in years as of June 1, 1972	Type or print descriptive course designa														
		Mark														
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INSTRUCTIONS

List names, summer school marks and credit values for all students who have completed successfully summer courses offered at the Secondary School Honour Graduation Diploma (Grade 13) level by an Approved Summer School in 1972 (Reference: Circular H.S.1, 1971-72). This is to include summer school standings obtained at this level by students who were registered at a lower level during the regular school year.

2. Enter "D" in the appropriate column if the Secondary School Honour Graduation Diploma is to be, or has been, awarded on the basis of 1972 summer school marks.

3. Do not enter standing obtained during the regular school year or in previous years.

4. Complete and forward to Education Records Branch, Ministry of Education, Mowat Block, Queen's Park, Toronto 182.

DE 223 (2/72)

INDEX TO MEMORANDA, Cont.

1947-48

- Re: Circular 23 N.S.(a), Admission to Normal Schools

1948-49

- Re: University Of Toronto - Specialist Course Summer Classes
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- Re: Withdrawal of Permission for School Teachers to Vote at advance Polls
- Re: 1948 General Legislative Grants, First Instalment
1 Re: Miscellaneous
2 Re: Admission of Pupils from Other Provinces
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6 Re: The Book, "TRack and Field Athletics"- Rules and Records
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7 Re: Suspension of "The School" Magazine - Book Reviews
8 Re: Teachers' Estimates, Grade XIII Examinations, 1948
9 Re: Miscellaneous
10 Re: Comments on Grade XIII Examinations, 1948
-- Re: Night High School And Continuation Classes
11 Re: French Broadcasts
12 Re: Physical Education Equipment for Instructional Purposes
-- Re: Publication "Schools and Teachers"
13 Re: Approximate Numbers in Exams
14 Re: Closing of Schools
15 Re: Grade XIII - Regulation 38(c), Form H.S.102
16 Re: Royal Canadian Institute Centennial Volume
17 Re: Miscellaneous - Re Polio, Elementary Sch. Inspector's Cert.,
- Royal Ontario Museum Instrucotrs
- English Broadcasts in Literature
18 Re: "March of Books" Campaign
19 Re: Scholarships for Post-Graduate Study in France
20 Re: Training in Guidance Work
21 Re: Certificates Accepted as Equivalent of Certain S.S. Music Options
22 Re: The Entry of NEWFOUNDLAND INTO DOMINION OF CANADA as TENTH PROVINCE
23 Re: Co-operation with Ontario Farm Srvice Force
24 Re: Night High and Continuation Schools
25 Re: Teachers in Continuation Schools (O.Reg.252/48)
26 Re: Engagement of Unqualified Teachers
-- Re: Night School Classes
27 Re: Camp Counsellor-in-training Courses 1949
-- Re: Empire Youth Sunday Service, May 29th, 1049
-- Re: Traffic Accidents to Children
-- Re: Refresher Course in Methods of Instruction,
Vocational Schools - Technical Research Council
-- Re: "Extracts From Grant Regulations for 1949"
Circ.40 -- Re: Examination in Vocational Schools - Four Year Course

MA (GRADE 13) LEVEL

at an Approved Summer School.

....
(Name of School)

n area below.   Do not use course or subject codes.

																		Enter "D" if Secondary School Honour Graduation Diploma granted	Enter name of Approved Summer School attended in 1972.

The standings reported above have been obtained at an Approved Summer School in 1972.

Signature of Principal ....
(To be entered on each sheet)

DATE 1972

Circular H.S. 400
1,000 - August, 1947.

1947-48: 1

Balance - 200 copies given to Mr. Coleman 29/8/47

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Admission of Pupils from Other Provinces

With particular reference to the General Course of the Middle School (Grades XI and XII)

The following information is provided to assist principals when admitting pupils from other provinces: (Principals are urged to note particularly the distinction between the requirements for a Departmental Certificate and those for a Secondary School Graduation Diploma in the case of a pupil who holds Junior Matriculation standing in certain subjects from another province.)

A. General Statements

1. In the case of an applicant for admission to Grade IX, the Secondary School Principal and the Public School Inspector recommend to the Minister that he be admitted, as required by Regulation 12 of Circular 48 (The High School Entrance Examination).

2. In the case of an applicant for admission to Grade X, XI, XII or XIII the Secondary School Principal, in the light of the information given below, recommends to the Minister that he be admitted.

3. An Ontario Middle School (Grades XI and XII) certificate in a subject can be granted only where the candidate takes the Ontario principal's final test in that subject at the end of the school year and is recommended by the principal for the certificate.

4. The Ontario Secondary School Graduation Diploma can be granted only where the candidate,-

   (a) spends at least the Grade XII year in the day classes of an Ontario secondary school, and

   (b) obtains Ontario Middle School (Grades XI and XII) standing in every subject required for the Diploma, except as noted below. #

# Note: If the candidate holds Junior Matriculation standing from another province in one of Physical Science, Physics or Chemistry, he need take only the one science subject, (Physics or Chemistry or Agricultural Science,) which is being taught in Grade XII, to meet the Science requirements for the Secondary School Graduation Diploma.

If he holds Junior Matriculation standing from another province in Mathematics, he need take only the *one* mathematics subject (Algebra or Geometry) which is being taught in Grade XII to meet the Mathematics requirements for the Diploma.

If he holds Junior Matriculation standing from another province in History, he need take only the one history subject (Ancient and Medieval History or Modern History) which is being taught in Grade XII to meet the History requirements for the Diploma.

B. Educational Standing equivalent to the Ontario Secondary School Graduation Diploma

Universities.

The calendars of the Ontario universities indicate that the following certificates, recognized as equivalent to the Ontario Secondary School Graduation Diploma (of the General Course) may be accepted insofar as they meet the admission requirements of the university concerned:

Alberta	Junior Matriculation (Grade XI).
British Columbia	Junior Matriculation (Grade XII).
Manitoba	Grade XI.
New Brunswick	Junior Matriculation.
Newfoundland	Associate (Junior).
Nova Scotia	Grade XI (average 60, minimum 50).
Ontario	Ontario Secondary School Graduation Diploma.
Prince Edward Island ..	First Class License or Second Year Certificate from Prince of Wales College.
Quebec	)The Quebec High School Leaving.)McGill Junior Matriculation.)McGill Junior School Certificate.
Saskatchewan	Grade XI.

Normal Schools.

The equivalent certificates listed above will be accepted by the Ontario Department of Education as meeting admission requirements for Normal School on the Middle School (Grades XI and XII) level, provided that the applicant has standing in English, Mathematics, History and Science.

C. Suggested Procedure

1. Case I.

If an applicant for admission claims to have full Junior Matriculation standing from another province,-

(a) the principal should satisfy himself, either by a close examination of the certificate presented, or by correspondence with the Registrar of the Department of Education of the other province, that such is the case;

(b) the principal should obtain assurance from the Registrar of the Ontario university that the pupil hopes to enter, that his present standing meets the Middle School (Grades XI and XII) admission requirements for the course he wishes to follow;

(c) if (a) and (b) present no difficulties, the pupil may be admitted to Grade XIII.

If the pupil has not sufficient background in one or more subjects of Grade XIII which he finds it necessary to take, special arrangements should be made, if possible, for him to take some of the Grade XII work in these subjects along with the work of Grade XIII.

2. Case II

If an applicant for admission claims to have Junior Matriculation standing from another province in some, but not all, of the subjects required for the Secondary School Graduation Diploma,-

(a) the principal should satisfy himself, either by close examination of the certificate presented or by correspondence with the Registrar of the Department of Education of the other province, regarding the subjects in which the pupil claims to have Junior Matriculation standing;

(b) the principal may then admit the applicant to Grade XII for the additional subject or subjects required for full Middle School (Grades XI and XII) standing.

This pupil may, if the circumstances warrant, be recommended for a Middle School (Grades XI and XII) certificate in one or more subjects in June, including any subjects in which he already holds standing from another province, provided that he passes the principal's final test at the end of the school year in each subject for which actual Departmental standing is desired. That is, the holder of Junior Matriculation standing in a subject from another province must write an Ontario final test if he wishes to obtain an Ontario Departmental certificate in that subject.

This pupil may eventually present to the Registrar of a University his certificates from another province, covering some subjects, and his Ontario Middle School (Grades XI and XII) certificates covering the other subjects of the General Course of Grades XI and XII.

If he attends for the year, taking mainly Grade XII subjects, and passes the principal's final test in all the subjects required for the Secondary School Graduation Diploma, except as provided in Section A,4, he may be recommended for the Diploma.

3. Case III

If an applicant from another province has the equivalent of Ontario Grade XI standing in one or more subjects, but has not Junior Matriculation standing in his own province in any subjects, he may, if the principal deems it advisable, be recommended for admission to Grade XII, and will then proceed in the regular way toward Middle School (Grades XI and XII) standing, and the Secondary School Graduation Diploma.

To obtain the Diploma, it will be necessary for him to pass the principal's final tests in all the required subjects.

D. The Secondary School Honour Graduation Diploma

This Diploma is granted only to a candidate who holds Ontario Upper School (Grade XIII) standing in 8 of the optional subjects or in 7 optional subjects plus Toronto Conservatory of Music certificates for Grade VIII Practical and Grade II Theory (or equivalent certificates).

- - - - - - - - - -

Cases which present special difficulties should be referred to the Registrar of this Department.

J.G. Althouse

Chief Director.

TORONTO, September 2, 1947.

1947-48; 2.

Balance - 75 copies
given to Mrs Coleman
29/8/47

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Grade XIII Commercial Courses.

Beginning in September, 1947, the following courses will be available for students in Grade XIII of High Schools of Commerce:

Mathematics of Investment
Accountancy Practice
Secretarial Practice

Printed outlines of the courses will be issued at an early date to principals of these schools and will be mailed to others on request. Question papers in these subjects will be included in the Upper School Examinations for June, 1948, and standing in each paper will count as one credit towards the requirements for

(a) Secondary School Honour Graduation Diploma,
(b) Entrance to Normal School,
(c) Matriculation into certain courses at Universities agreeing to accept these subjects.

Mathematics of Investment is an alternate course to Upper School Algebra as it contains a large proportion of the content of the course in Algebra. A candidate, therefore, cannot claim more than one credit for both subjects.

The prerequisite of the Course in Accountancy Practice is the Bookkeeping and Accountancy prescribed for the Accountancy Option of the Commercial Course in Grades XI and XII.

The prerequisite of the Course in Secretarial Practice is the Shorthand, Typewriting and Office Practice prescribed for the Secretarial Option of the Commercial Course in Grades XI and XII.

J. G. Althouse.
Chief Director.

TORONTO, September 1st, 1947.

Note that in the spring of 1948 this was changed: Only Maths of Investment (in place of Alg.) is to be accepted. Mr L.S. Beattie notified the principals concerned. See official file Gr XIII Commercial Subjects.

Balance - 145 copies
given to Mr. Coleman
29/8/47

1947-48:3
900

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

In September, 1946, a training course for nursing assistants was organized by the Departments of Health and Education. New groups will start training under this plan on September 2nd next and you may have in mind some girls who would appreciate having information about these courses. It appears that there is a need for nursing help of this type, that good training is being given and that it is a worthwhile opportunity for girls who are interested in nursing but who will not be able to take the regular course for a registered nurse.

A bulletin is enclosed which explains the course, the entrance requirements, and the manner of application. Additional copies of this bulletin are available through the provincial Department of Health.

Any assistance that you can give in this matter will be appreciated.

A. G. Hooper

Superintendent of Secondary Education.

TORONTO, August 20th, 1947.

1947-48: 4
1500

No reserve supply 29/8/47
Later 700 run off 5/9/47

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Revised Course of Study in Grade XIII History

Please bring this matter to the attention of your teachers of Grade XIII History.

With the concurrence of the Universities of Ontario, the course in Upper School History has been reduced and now reads as follows:

(1) For intensive study and Departmental examination requirements - Books 1, 2, 3, and chapters 25, 26, 31 to 34 inclusive of Book 4 of the text "North America and the Modern World" (McInnis).

(2) For extensive study but not for Departmental examination requirements - the remainder of Book 4 of the same text.

This revised course will become effective in September, 1947.

A. G. Hooper

Superintendent of Secondary Education.

TORONTO, August 21st, 1947.

Balance - 86 copies
given to Mr Coleman
29/8/47

1947-48: 5
2000

Replaced by the mimeo'd
Course in Physical & Health Education
and Citizenship Corps Training, dated
June 1, 1948
15/6/48

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Revision of Course formerly known as Physical and Health Education and Cadet Training

A reduction in the Cadet Training programme of the Department of National Defence has necessitated a revision in the course formerly known as Physical and Health Education and Cadet Training. The girls' course in Physical and Health Education remains unchanged, but the course for boys to be known as Physical Education and Citizenship Corps Training will be organized as follows:

Physical Education including basic drill	3 periods weekly
Health Education including First Aid	1 period weekly
Citizenship Corps Training	1 period weekly

The time allotment is the same as in the former course, but Citizenship Corps Training, an outline of which is attached, replaces the Cadet Training course. Additional material will be supplied to all schools to assist the Physical Education teachers in the development of the new course. It is suggested that the section of the course which deals with classroom instruction in games will form a suitable beginning.

Schools may continue to sponsor Cadet Corps, but Cadet training will of necessity be limited to a voluntary activity outside of school hours. Membership in a Cadet Corps shall not exempt pupils from participation in the course in Citizenship Corps Training.

The new course is effective September 1, 1947, and the attached outline of this course, Citizenship Corps Training, replaces that section of the former course entitled Cadet Training (Circular H.S. 5, pages 40 - 47).

A.G. Hooper

Superintendent of Secondary Education.

Toronto, August 26, 1947.

ONTARIO

DEPARTMENT OF EDUCATION

CITIZENSHIP CORPS TRAINING

General Statement

It is the aim of this programme to provide training for boys which will make them conscious of the need for national service and active citizenship. It is designed to replace the former Cadet Training course and while it retains some features of that course, the emphasis is placed less on military training and more on the development of an esprit de corps within the school, a pride in Canadian citizenship, and some realization of the responsibilities involved in that citizenship.

Provision is made in the time-table for theoretical classroom instruction in rifle shooting and in the rules and organization of games from the viewpoint of both players and spectators. The study of citizenship is approached through a study of Canadian achievements in times when all Canadians have been faced with an extraordinary challenge. It is felt that the teacher of Physical Education is in a particularly advantageous position to deal with these topics because of his intimate contact with the boys of the school.

In addition all the boys of the school will parade as a unit at least five times during the school year. The principal is authorized to make his own time-table arrangements to fulfil this requirement. The course offers an opportunity for the corporate organization of the whole school, and for activities which may well culminate in a school review, at which the various aspects of the entire Physical Education and Citizenship Corps Training programme may be demonstrated by both boys and girls. It is reasonable to suppose that parents will be invited and that a prominent citizen will review a march-past.

Secondary schools are encouraged to continue to sponsor Cadet Corps. The inability of the Army to include every boy in every school in such corps, however, requires that Cadet Training as such be limited to a voluntary activity out of school hours. Membership in a Service Cadet Corps does not exempt pupils from participation in Citizenship Corps Training.

CITIZENSHIP

Citizenship is already taught indirectly in all grades and courses of our school system. There is provision for teaching certain aspects of citizenship in connection with the Grade X course in Canadian History. This part of the History course is particularly concerned with a study of British and Canadian institutions and the organization of law, order and government.

The course which is outlined below is designed to supplement these studies. Certain aspects of citizenship are here collected and organized into a course which is designed to bring home to pupils the need for positive and active citizenship.

The details of the course are not to be considered as other than suggestive of the line which the course should follow. The teacher is at liberty to substitute other similar topics which appear to meet local needs.

For 1947-48 the teacher may combine classes or take any topic from the Grade X or Grade XI course in a higher grade whenever the topic appears to be particularly suitable.

RIFLE SHOOTING

Rifle shooting is considered an excellent activity for training co-ordination of hand and eye, and for teaching patience and concentration. A knowledge of the care and proper use of firearms is deemed valuable for the prevention of shooting accidents and for the avoidance of the cruelty and suffering involved in the wanton wounding of game animals.

CLASSROOM INSTRUCTION IN GAMES

Time is provided for discussing the various problems of the athletic programme, including the principles of sportsmanship and conduct. The chief aim will be to encourage pupils in these grades to participate skilfully and intelligently in games, and to appreciate the efforts of both team mates and opponents. For pupils who will be spectators rather than players it will also be possible to provide a knowledge of rules and an appreciation of the fine points of play, which will increase their interest and pleasure. The allotted periods will provide a means of utilizing the excellent material which is available in films, film-strips and other visual aids.

CITIZENSHIP CORPS TRAINING

Outline of Course

GRADE X

Citizenship	10 - 14 periods
Classroom Instruction in Games	6 - 10 periods
Rifle Shooting	10 - 14 periods

CITIZENSHIP

1. The Meaning of Citizenship

Recognition of the rights of the individual;

acceptance of the obligations and performance of the duties of a citizen. Simple examples of the rights and privileges, duties and obligations of the individual and of the group in (a) the Home (b) the School (c) the Community (d) the Nation.

2. The Price of Citizenship

Recognition of the price which Canadians have been willing to pay for their rights, as illustrated by:

(a) Stories of pioneering and individual achievement in times of peace. e.g., in clearing the land and establishing homes, in developing local industries, and in the application of Science to serve the nation's needs.

(b) Stories based on two world wars (anecdotal rather than historical).

(c) Stories of Canadian V. C.'s.

3. Some Symbols of Citizenship

The Flag--proper use and respect.
The School Honour Roll & Memorials - significance, etc.
Honours and Awards, Military & Civil, V.C., G.C., etc.
Knighthood
The Oath of Allegiance and Naturalization Procedures, etc.

CLASSROOM INSTRUCTION IN GAMES

Rules of play of team games emphasized in this grade; e.g., volleyball, basketball, softball.

Instruction in the development of skill in playing these games; this instruction to be supplemented and illustrated by visual aids, prior to practice in the gymnasium or on the playing field.

Emphasis on intelligent participation in games on the part of players, and on sportsmanship on the part of both players and spectators.

RIFLE SHOOTING

Theory of Rifle Fire; Safety; Description of Rifle, Mechanism; Cleaning and Care of Rifle and Ammunition; Aiming Position; Holding; Breathing; Trigger Control; Co-ordination; Common Faults and their effect.

Demonstrations and exercises will be conducted in the classroom without ammunition, and practical demonstrations carried out on the range. After school hours range shooting will be [illegible] of the [illegible] the background of the [illegible] School [illegible] [illegible] and [illegible], [illegible] (a) the Home, (b) the School (c) the Community (d) the [illegible].

2. The [illegible] of Citizenship

[illegible] the [illegible] which Canadians have taken [illegible] their [illegible], [illegible]

(a) [illegible] and individual [illegible] e.g., in [illegible] the [illegible] [illegible] advertising [illegible] to serve the community's needs.

(b) Whether ideas [illegible] would work (where [illegible] [illegible])

(c) [illegible] C.Cs.

3. Some [illegible] of Citizenship

[illegible] and [illegible]
The [illegible] School [illegible] - [illegible], etc.
[illegible] and [illegible], [illegible], [illegible], etc.
[illegible]
The [illegible] and [illegible], etc.

[illegible] INSTRUCTION [illegible]

[illegible] of value [illegible] unless [illegible] e.g. [illegible], [illegible], [illegible].

[illegible] in the [illegible] [illegible] [illegible] [illegible] [illegible] [illegible].

[illegible] [illegible] [illegible].

[illegible]

[illegible] [illegible] [illegible] [illegible].

[illegible] [illegible] [illegible].

conducted as a voluntary activity under the direction of a qualified teacher.

GRADE XI

Citizenship	10 - 14 periods
Classroom Instruction in Games	6 - 10 periods
Rifle Shooting	10 - 14 periods

CITIZENSHIP

1. The Discipline of Citizenship

The necessity for accepted rules (laws) and also for personal standards (self-discipline) in the relations of (a) the player to the team, (b) the student to the school, and (c) the citizen to the country (both civilian and soldier). Simple examples such as:

(a) Playing according to rules; sportsmanship (avoidance of unfair though legal advantages, etc.)
(b) Honesty; full effort (the avoidance of mediocrity); participation in activities
(c) Traffic laws and highway courtesy; full co-operation in taxation, community undertakings, military or national service; exercise of franchise, etc.

2. Emergency Problems of Citizenship

Voluntary Services; Red Cross, Blood Clinics, Victory Loans, Aid to Britain, etc.

Special Developments in Emergencies: industrial, scientific, medical, etc.

CLASS INSTRUCTION IN GAMES

Rules of play of team games and athletic activities emphasized in this grade; e.g., hockey, rugby, individual sports, track and field athletics.

Instruction in the development of skill as in Grade X.

Emphasis on rules and practices of good officiating to encourage students to accept responsibility as officials in games in the intramural programme.

RIFLE SHOOTING

Grade XI Refresher treatment of Grade X studies; Maintenance and Examination of the Rifle; Target Analysis, Mean Point of Impact; Zeroing, sight correction; coaching technique; **Rapid** Fire and Snap Shooting; Range Practice, procedure and etiquette, butt signals; class administration on the range, numbering rifles, recording sight setting, etc.

Demonstrations and exercises will be conducted in the classroom without ammunition, and practical demonstrations carried out on the range. After school hours range shooting will be conducted as a voluntary activity under the direction of a qualified teacher.

GRADE XII

Citizenship	14 - 20 periods
Classroom Instruction in Games	6 - 10 periods
Mutual Instruction in Drill	8 - 10 periods

CITIZENSHIP

The Wider Citizenship

(1) Empire and International

Informal group and class discussions of Empire and International problems such as:

Canada's strategic position in the Empire;
Canada's strategic position in the World;
Implications of Atomic Energy;
Canada's strategic position in air transport;
The United Nations;
Peace Treaties;
The Restoration of Europe.

(2) National

From a study of the above and related questions there arises naturally a series of urgent national problems which can be similarly treated:

Preparedness;
The Fifth Column;
The functions of the Armed Services in peace time;
National Unity;
Civil Liberties;
Assimilation of new Canadians.

CLASSROOM INSTRUCTION IN GAMES

A continuation of the Grade XI course with emphasis on individual sports which have recreational value in adult life.

Instruction in the development of skill as in previous grades.

Emphasis on the organization of games and sports - schedules, tournaments, etc. - with a view to encouraging students to accept responsibility in organizing the intramural athletic programme.

MUTUAL INSTRUCTION IN DRILL

Training and practice in principles of instruction: Knowledge of subject, personal bearing, confidence, effective use of voice - tone, pitch and proper timing of commands.

Note: The class should be organized in small groups for mutual instruction by different members of each group.

1947-48: 6
1000

Balance - 70 copies -
given to Mr Coleman
29/8/47

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

1. Re Publications of the Department of Education

(a) From time to time teachers complain to officials of the Department that they have not received official notice of changes in courses of study, introduction of new courses and similar matters. In this connection, principals are urged to bring to the attention of all teachers concerned all material that is sent out from the Department.

The following may be mentioned at the present time:

(i) Circular H.S. 1 for 1947-48, mailed in April, 1947;
(ii) Circular H.S. 1B for 1947-48, mailed in April, 1947;
(iii) Circular 58 for 1948, mailed in May, 1947;
(iv) Circular 14 for 1947-48, mailed in May, 1947; and
(v) Circular 1947-48:4 (mimeographed), accompanying this memorandum.
(Note that this notice regarding the reduction in the Grade XIII History course amends Note 2 on page 3 of Circular H.S. 1B.)

(b) Principals are urged to keep an office file containing copies of all memoranda, courses of study, etc. sent out from the Department. It is planned to number memoranda which contain official information and also, in the near future, to use mimeographed paper punched for insertion in a standard 3-ring binder.

Please number the following memoranda upon receipt as indicated below:

Memorandum re Admission of Pupils from Other Provinces to be number 1947-48:1
Memorandum re Grade XIII Commercial Courses to be numbered 1947-48:2

2. Re Music as an Optional Subject

Circular H.S. 1 lists the situations in which school music or equivalent certificates may be presented as one of the options.

Note that for the past several years it has not been possible to substitute music for Ancient History.

A G Hooper

Superintendent of Secondary Education.

TORONTO, August 22nd, 1947.

Sent by Mr Bartlett to Sec Sc Principals
Sent by C.A.B to others who received
1947-48:5

1947-48:7
3,000

Replaced by the revised course in Physical and Health Education and Citizenship Corps Training dated June 1, 48
15/6/48

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Physical Education and Citizenship Corps Training for Boys*

The obligatory and optional topics of this course are listed below. This information supplements memorandum 1947-48:5, of August 26, 1947.

1. Physical Education and Basic Drill (See Circular H.S.5)	Obligatory - no change.
2. Health Education including First Aid (See Circular H.S. 5)	Obligatory - no change.
3. Classroom Instruction in Games	Obligatory - replacing part of the Cadet Training Course as outlined in Circular H.S. 5.
4. Citizenship	Obligatory - replacing part of the Cadet Training Course as outlined in Circular H.S. 5.
5. Mass Drill	Obligatory except as noted in 5 (a) below - at least five parades, two of which should be held in the fall. (a) Small schools, in which all boys take Physical Education at the same time, may omit these parades.
6. Rifle Shooting	a) Classroom instruction - Obligatory. b) Range demonstrations and exercises during school hours in schools with rifle ranges. c) Rifle Shooting - Voluntary - after school hours (attention is drawn to safety precautions on page 3 of this memo).
7. Service Cadet Corps	Now a voluntary activity to be carried on out of school hours.

*N.B.: There is no change in the Course in Physical and Health Education for Girls.

Suggestions re organization of the course

1. It is desirable that the teacher of Physical Education in any class teach also the course in Health and in Citizenship Corps Training in that class, but, subject to the provisions of Rifle Shooting 3 (b), below, it is suggested that a teacher other than the teacher of Physical Education be assigned to superintend the voluntary rifle shooting after school hours.

2. Where gymnasium space is limited, principals may designate all five periods for outdoor activity classes during fine weather of the fall and spring terms, and reserve the classroom topics for the winter term.

CITIZENSHIP

The following book lists are intended to be suggestive only. Some books are included which are out of print but are likely to be found in public or school libraries. A great wealth of material is to be found in official and semi-official pamphlets which have been distributed to the schools from time to time. Pamphlets dealing with current problems are continually being issued by organizations and by publishers. The History News Letters sent out by the Department of Education have useful suggestions along this line. Magazine articles and the press will also provide reference material. For instance, recent issues (July, August, September) of Empire Digest, which reaches all schools, contain the following articles: "Guinea Pig Club", "Radar in Civvy Street", "Ottawa", "Here Canadian Heroes Sleep", "Wings Across the Atlantic". The selection will have to be made by the individual teacher.

Building the Canadian Nation (pp. 473-554), Brown, (J.M. Dent & Sons)
Reader in Canadian Civics, Wallace, (MacMillan Co.)
Canadian Citizenship Act, 1946 (King's Printer, Ottawa)
Modern History, New and Trotter, pp. 503-513 (Clarke, Irwin & Co.)
Cir. H.S. 10, Course of Study, GR. XIII, History, pp. 12-14,
Some Contemporary Canadian Problems
Pamphlet series, various publishers.
Early Life in Upper Canada, Guillet, (Ontario Publishing Co.), or
the series Pioneer Life, Pioneer Travel, etc., by the same author.
Roughing it in the Bush, Moodie
Local Histories
The New Northland, Ontario, Williamson (Ryerson Press)

1914-1918

Nelson's History of the War
The First Hundred Thousand, Ian Hay
Canada in Flanders
Between the Lines, Boyd Cable
etc.

1939-1945

Maple Leaf Up, Maple Leaf Down, Simonds (Island Press, New York)
Gauntlet to Overlord, Munro (MacMillan Co)
R.C.A.F. Overseas, 2 volumes (Oxford University Press)

1939-1945 (continued)

Only the Stars Know, MacMillan (J.M.Dent & Sons).
Saints, Devils, and Ordinary Seamen, Pugsley (Collins).
Haida, Sclater (Oxford University Press).
Churchill's Wartime Speeches, several volumes (McClelland & Stewart)
A Book of Good Essays, Sealey: pages 48-67 (Copp Clark Co.).
Navy League Pamphlets.
Empire Digest.

RIFLE SHOOTING

1. Reference Book

A copy of a manual will be sent to secondary schools for the teacher's guidance in rifle shooting.

2. Ammunition, Targets and Rifle Equipment

a) Schools where rifle shooting has been a regular activity may replenish their supplies by applying to the Cadet Training Officer of the military area in which the school is situated.

Cadet Training Officer, Western Ontario area - London, Ontario.
Cadet Training Officer, Central Ontario area - Central Command, Ortona Barracks, Oakville, Ontario.
Cadet Training Officer, Eastern Ontario area - Kingston, Ontario.
Area west of Algoma -
Cadet Training Officer, Prairie Command - Winnipeg.

b) Schools introducing rifle shooting in addition to obligatory classroom work may apply for information to the Physical and Health Education Branch of the Department of Education.

3. Safety Precautions

Adequate safety precautions must be posted and enforced by every school undertaking range practice. Local conditions such as access to the range or any other sources of danger must be carefully considered and dealt with by special rules. In addition thereto the following rules must be observed at all times. N.B. Under no circumstances can any deviation from these rules be permitted.

If firing takes place where markers are at butts a red flag will be hoisted at the butts until the whole of the butt party is under cover. No one will leave the butts until notification is given from the firing point that firing has ceased. While the red flag is flying at the butts, a red flag will also be flown at the firing point. The red flag will be flown at the firing point when no firing is taking place. This requirement regarding flags will apply to all outdoor ranges, and may be applied to an indoor range if considered necessary by the Principal.

3. Safety Precautions (continued)

In general the instructions contained in Appendix II, "Regulations for the Cadet Services of Canada 1942" (reprinted in 1944), page 30, will be followed, together with such of the "Safety Precautions, All Ranges", as are applicable. These precautions are set out in Section 18, "Small Arms Training, Volume 1, Pamphlet No. 1, Weapon Training 1942", at page 34. Application for copies of these publications should be made to the Cadet Training Officer of the Military Area in which a school is situated.

The following rules for safety are adapted from the above publications, and must be enforced in all schools carrying out Rifle Shooting.

(a) Shooting with live ammunition will take place only during hours fixed by the teacher in charge.

(b) No shooting will take place except under proper supervision by a teacher who has had appropriate training and experience in the use of small arms.
Note: The decision as to the suitability of the teacher in charge is the responsibility of the Principal.

(c) No firing will take place unless the teacher in charge is present.

(d) The teacher in charge will be responsible for the issue of ammunition, which will not be given out until a pupil or firer is actually on the firing point. No ammunition may be taken away from the firing point by a pupil. The number of rounds issued to each pupil will be checked with the empty cases to ensure that no live rounds are left in his possession.

(e) Loading will be carried out with the muzzle pointing towards the target.

(f) No one will load or assume a firing position until the teacher in charge has ordered the practice to begin.

(g) No one is to pass from the firing point to the target during practice. If it is necessary to stop the practice all pupils who are in position will unload, stand up and take a pace to the rear until the order is given to resume practice. Until the pupils have risen and taken a pace to the rear, no person will pass beyond the firing point. When unloading, pupils will leave the bolt open.

(h) Strict discipline will be maintained at the firing point, at which place only those actually firing may be present. Other pupils will remain at some suitable place in rear of the firing point, and must not have rifles in their possession. Each pupil will be called up individually by the teacher in charge.

(i) Each rifle will be examined after a practice has been completed, to ensure that the breach is empty.

Becy mailed about 29/9/47

Sent to Rec.

ONTARIO

DEPARTMENT OF EDUCATION

1947-48:8
1500

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re: Grade XIII Courses in History, Latin, and Biology

Principals are asked to make sure that the teachers concerned are aware of the following changes:

Grade XIII History

As announced in Memorandum 1947-48:4, the Course in History, effective September 1947 is as follows:

(1) For intensive study and Departmental examination requirements -- Books 1, 2, 3 and Chapters 25, 26 and 31-34 inclusive of Book 4 of "North America and the Modern World" (McInnis).

(2) For extensive study but not for Departmental examination requirements -- the remainder of Book 4 of the same text.

Grade XIII Latin

The Course is outlined in Circular H.S.22, Courses of Study in Latin and Greek for Grade XIII, published in 1947. The prescription for Latin Authors is Cycle I of the new text-books "Latin Prose Selections for Grade XIII" and "Latin Poetry Selections for Grade XIII" published by Thomas Nelson and Sons Limited. The use of the books formerly prescribed is discontinued.

Grade XIII Biology

The Course is outlined in Circular H.S.23, Course of Study, Grade XIII Biology, published in 1947.

A. G. Hooper

Superintendent of Secondary Education.

TORONTO, September 23rd, 1947.

1947-48: 9
2100

mailed Sept 24

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re First Aid Course for Boys - Grade 12

The Course of Study in Physical and Health Education for boys - Grade 12 (H.S. 5) includes instruction in First Aid as outlined by the St. John's Ambulance Association. During the war years the Department of National Defence paid for text books, bandages and examination fees in connection with this course. The St. John's Ambulance Association is now faced with the problem of meeting the entire expenditures in connection with this programme. In order to continue the programme arrangements have been made with the Ontario Branch of the St. John's Ambulance Association whereby:

a) Secondary school students taking this course will not be required to pay a fee.

b) The school board will be responsible for maintaining a sufficient stock of text books and bandages for the average class. Students wishing to purchase texts or bandages of their own may do so by ordering them through the Ontario Branch of the St. John's Ambulance Association.

c) If students wish to qualify for the regular St. John's Ambulance certificate, they should apply directly to the Ontario Branch of the St. John's Ambulance, 46 Wellesley Street, Toronto.

d) Expenses incurred for attendance sheets, examination forms and examining doctor's fees in connection with such qualifying examinations will be paid by the Ontario Branch of the St. John's Ambulance.

A.G.Hooper

Superintendent of Secondary Education.

September 25th, 1947.

1947-48:10
2100

mailed
Oct 2/47
not sent to secondaries

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re School Radio Broadcasts

Principals are requested to refer this memorandum to the teachers of French on their staffs.

The first broadcast in the French series, mentioned on page 6 of the School Radio Broadcasts announcement, will be given on Tuesday, October 7th, at 10.00 a.m. Mr. Henri Lemieux will read "La Pelure d'Orange" from Lessons 11 and 12 of Cours Moyen, Part I. When he has finished the reading he will ask questions based on the story. Pausing after each question to give the pupils time to consider their answers, he will give an answer to the question. This broadcast should be of special interest to Grades XI, XII and XIII. Pupils should be ready for the opening of the broadcast with books opened at page 75.

The third broadcast of the series, on October 21st, will be a dramatization of "La Parure" from the prescribed text for Grade XIII, Hills and Holbrook "French Short Stories". Its effectiveness would be greatly increased if teachers could arrange to study this story intensively with their classes before the broadcast.

A.G. Hooper

Superintendent of Secondary Education.

Toronto, September 30, 1947

mailed Oct 2/47
~~not sent to sec~~
but will send
Sent 24/10/47

1947-48:11
2100

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO THE PRINCIPALS OF SECONDARY SCHOOLS

For a number of years instructors sent out by the Department of National Defence have given assistance to the teachers of boys' Physical and Health Education, in connection with the Cadet Corps in the Secondary Schools of Ontario -- both in school hours and after school hours.

It is the purpose of this memorandum to point out that Principals may permit these instructors to assist with the training of an organized Cadet Corps outside of school hours. However, these instructors are not in any way responsible for teaching the prescribed course in Physical Education and Citizenship Corps Training. This is the responsibility of the regular teaching staff.

Material, which will be of assistance to teachers of Physical and Health Education in teaching the prescribed course, will be sent out from time to time by this Department, and members of the Physical and Health Education Branch will also render assistance through visits to the schools.

A G Hooper

Superintendent of Secondary Education.

TORONTO, September 30th, 1947.

1947-48:12
1500

Sent only to CS / HS / Voc } 2
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Pvt 1.

mailed 2/10/47
not sent to specialists

Memorandum to Principals of Secondary Schools

This is the script of the French Broadcast (Number 2) which will be given over C.B.C. on Tuesday, October 14th at 10:00 A.M. It is suggested that the teachers of French in Middle School classes make whatever use of this script they deem advisable before or after the broadcast.

A G Hooper

Superintendent of Secondary Education.

ANNOUNCER: This morning you are to hear a dramatic dialogue in French, called: "Les Distractions du Professeur Lenoir". There are four people in this little play: Jean, Marie and Alain who are students and their teacher, Professeur Lenoir. As the play opens we find Alain and Marie talking in front of the school house just before classes begin.

MARIE: Bonjour Alain.
ALAIN: Bonjour Marie.
MARIE: Tu entres à l'école maintenant?
ALAIN: Oui, mais avant je dois mettre à la poste cette lettre que Papa m'a donnée.
MARIE: Tiens, voilà une boîte aux lettres là-bas de l'autre côté de la rue.
ALAIN: Très bien! Tu viens avec moi, Marie?
MARIE: Je veux bien.
ALAIN: Dis, tu as fait tes devoirs pour ce matin?
MARIE: Oui, je sais ma leçon de français et j'ai fait mes exercices d'arithmétique; Et toi?
ALAIN: Je ne sais pas très bien mon français mais le professeur Lenoir oublie quelquefois de regarder mon cahier.
MARIE: Pauvre Professeur Lenoir, il est si distrait... Voilà la boîte aux lettres.... Attends, donne moi tes livres....Cela sera plus facile.
ALAIN: Merci, Marie, tu es très gentille.
MARIE: Il commence à pleuvoir, Dépêchons-nous. Nous allons être mouillés.
ALAIN: Il est seulement neuf heures moins le quart. Entrons en classe.
MARIE: Si tu veux.

ANNOUNCER: As it begins to rain Alain and Marie go into the school and into their class room.

ALAIN: Oh voilà Jean Duchamp.
MARIE: Allo, Jean.
JEAN: Allo, Marie. Bonjour, Alain.
ALAIN: Tu viens de bonne heure à l'école.
JEAN: Oui, j'habite à la campagne et je prends le train de huit heures.
ALAIN: A quelle heure arrives-tu en ville?
JEAN: A huit heures et demie.
MARIE: Et tu viens directement à l'école.
JEAN: C'est ça.
ALAIN: Tu as étudié la leçon de français?
JEAN: Oui, mais je ne sais pas bien le verbe parler.
MARIE: Moi, je le sais, c'est: je parle, tu parles, il parle, nous parlons.....
JEAN: Oui, Oui, c'est assez! Nous savons très bien que tu veux être première de ta classe ce mois-ci.
MARIE: Ce n'est pas vrai!
JEAN: Oui, c'est vrai.
ALAIN: Oh, laisse-la tranquille, Jean! Tu cherches toujours à te disputer.
JEAN: Ca ne te regarde pas, ce que je fais. Si je veux me disputer, moi, c'est mon affaire.
ALAIN: Oh tu sais, moi, je n'ai pas peur de toi, et si tu veux sortir dans la cour..
MARIE: Mais taisez-vous donc tous les deux!
ALAIN: Laissez-nous tranquille, Marie.
JEAN: Mêle-toi de tes affaires!
MARIE: Mais je ne veux pas que vous vous battiez à cause de moi.
JEAN: A cause de toi?
ALAIN: A cause de toi?
MARIE: Mais oui, vous avez déjà oublié?
JEAN: Ah, c'est vrai, Ca ne vaut pas la peine.
ALAIN: Il ne faut pas se battre pour une femme. Tiens, Jean, serre-moi la main.
JEAN: Je veux bien. Dis, tu viens voir le jeu de baseball cet après-midi?
ALAIN; S'il fait beau, oui.
JEAN: Si tu veux j'irai te chercher chez toi.
ALAIN: A quelle heure?
JEAN: A quatre heures.
ALAIN: Non, viens à quatre-heures et demie. Il faut que je fasse une commission pour ma mère.
JEAN: Alors bien à quatre heures et demie.
ALAIN: Tu as ta bicyclette?
JEAN: Mais non voyons, je viens à l'école par le train.
ALAIN: C'est vrai, j'oubliais: nous irons à pied.
JEAN: C'est ça.
MARIE: Est-ce que je peux venir avec toi, Jean?
JEAN: Une femme! rien à faire!
MARIE: Oh, laisse-moi venir avec toi, s'il te plaît.
ALAIN: Oh, si tu veux.... mais apporte des bonbons.
MARIE: Bien, j'apporterai du "fudge". Maman vient d'en faire.
JEAN: Est-ce qu'elle y met des noix?
MARIE: Mais oui, et aussi des raisins.
ALAIN: Oh alors, apportes-en beaucoup!

MARIE: A quelle heure viendras-tu me chercher?

JEAN: Nous n'avons pas le temps d'aller te chercher. Nous t'attendrons devant l'école.

MARIE: A quelle heure viendras-tu?

ALAIN: A cinq heures moins le quart.

MARIE: Très bien, alors, mais n'oubliez pas surtout!

ALAIN: Mais qu'est-ce qui est arrivé à M. Lenoir? Il est en retard ce matin.

MARIE: Oh, non! Je le vois venir. Venez voir ici à la fenêtre.

JEAN: Oh, pauvre professeur Lenoir, il va être tout mouillé!

ALAIN: Mais non, voyons! il a son aprapluie.

JEAN: Eh puis, il est venu en auto.

ALAIN: Oui, et quelle auto!

MARIE: Dépêchez-vous, mettez-vous à vos places. Je l'entends monter l'escalier.

JEAN: Chut! Voici le professeur!

PROFESSEUR: Bonjour, Mes enfants!

LES ELEVES: Bonjour, Monsieur le Professuer Lenoir!

PROFESSEUR: Il fait beau, ce matin n'est-ce-pas?

MARIE: (avec hésitation).... Mais.... non, Monsieur. Il pleut à torrents.

PROFESSEUR: Ah!.En effet, Je n'avais pas remarqué.

MARIE: Et vous êtes entré dans la classe avec votre parapluie.

PROFESSEUR: Allons, une distraction. Jean, portez-moi ce parapluie au vestiaire, voulez-vous?

JEAN: Avec plaisir, Monsieur Lenoir.

PROFESSEUR: (éternuant) Ah...tchoo.... Ah quel temps! Quel climat! Je crois que je vais prendre un rhume, maintenant.

MARIE: Vous avez sans doute pris froid aux pieds, Monsieur Lenoir.

PROFESSEUR: Croyez-vous, Marie?

MARIE: Sortir par un temps de pluie, en pantoufles.......

PROFESSEUR: Comment? En pantoufles? Mais vous avez raison. Je suis venu jusqu'ici sans mes chaussures. Tant pis, Il faut attendre à midi. Commençons notre leçon, mes enfants. Marie, commencez à lire la leçon pour aujourd'hui. C'est la leçon qui a pour titre "En chemin de fer".

MARIE: Pardon, M. Lenoir, ce n'est pas la leçon.

PROFESSEUR: Comment, ce n'est pas la leçon?

MARIE: Aujourd'hui nous lisons la ferme. Nous avons lu "En chemin de fer" mardi dernier.

PROFESSEUR: C'est vrai. J'ai oublié. Alors commencez Jean..... je veux dire Marie.

MARIE: (Elle tousse). La Ferme........ Aujourd'hui nous allons visiter une ferme française. Pour se rendre à cette ferme il faut prendre l'autobus qui nous conduit en dehors de la ville. Les jeunes filles portent leurs manteaux et les garçons leurs casquettes. Le professeur nous accompagne et il nous explique tout ce que nous voyons. Nous arrivons à la ferme après une heure sur l'autobus. Nous descendons et nous allons visiter la ferme. Les garçons veulent voir les animaux mais les jeunes filles désirent voir la maison et surtout la cuisine.

PROFESSEUR: Marie, qu'est-ce qu'on fait dans la cuisine?

MARIE: On prépare les repas, Professeur.

PROFESSEUR: Oui.... et dites-moi quel est votre repas favori?

MARIE: Oh, je ne sais pas M. Lenoir.

PROFESSEUR: Mais, vous avez une préférence, il me semble!

MARIE: Oui, j'aime la crème à la glace.

PROFESSEUR: Voyons, Marie, de la crème à la glace ce n'est pas un repas. Les repas consistent de viande, de légumes.... Ca ne fait rien, continuez à lire.

MARIE: Sur la ferme il y a beaucoup d'animaux de toutes espèces, des vaches, des moutons, des cochons.....

PROFESSEUR: Jean, vous ne faites pas attention. Vous ne suivez pas la leçon, Qu'est-ce que vous avez là dans votre pupître?

JEAN: Rien, M. Lenoir, rien.

PROFESSEUR: Montrez-moi ça. Qu'est-ce que vous cachez dans votre poche?

MARIE: Hi! ! C'est une "frog"

PROFESSEUR: Une grenouille, Marie. En français on dit une gre-noui-lle. Jean, vous resterez après l'école aujourd'hui. Mettez cette grenouille de côté. Marie continuez la lecture.

MARIE: J'ai perdu ma place, M. Lenoir.

PROFESSEUR: Alors, Alain, qu'est-ce que vous voulez?

ALAIN: M. Lenoir, j'ai trouvé la place.

PROFESSEUR: Très bien. Alors lisèz.

ALAIN: "La vache aussi est très importante pour le fermier parce qu'elle donne le lait, et c'est avec le lait qu'on fait le beurre et le fromage. Le lait et le fromage sont bons pour la santé et les enfants doivent en manger beaucoup.

PROFESSEUR: Alain, est-ce que vous aimez le fromage?

ALAIN: Non, monsieur Lenoir.

PROFESSEUR: Mais il faut manger du fromage mon petit si vous voulez devenir un grand joueur de baseball. Vous buvez beaucoup de lait?

ALAIN: Oh, oui, monsieur Lenoir. Je bois deux grands verres à tous les repas.

PROFESSEUR: Bien, continuez la lecture.

ALAIN: Nous sommes allés sur une ferme passer nos vacances l'année dernière et nous nous sommes beaucoup amusés.

PROFESSEUR: Très bien, Alain. Vous lisez bien. Je vous donne dix pour votre lecture. Maintenant, allez au tableau noir. Ecrivez-moi cinq noms d'animaux......

(Loud knocking at door)

Tiens. On frappe à la porte. Jean, répondez-donc s'il vous plaît.

(very short interval of murmuring).

Eh bien?

JEAN: C'est un message du bureau. Mme Lenoir vous demande au téléphone, Monsieur.

PROFESSEUR: Bon, j'y vais.... Soyez sages, pendant mon absence, mes amis.

LES ELEVES: Oui, Monsieur Lenoir.

(a door closing).

JEAN: (sur un ton d'excitation, plutôt bas) As-tu remarqué?.....

ALAIN: Quoi donc?

JEAN: Monsieur Lenoir ne s'est rasé qu'à demi, ce matin!

ALAIN: Moi, ce que je comprends pas....

MARIE: Qu'est-ce que tu ne comprends pas?

ALAIN: Je ne comprends pas qu'il oublie si souvent ses fausses dents. C'est la deuxième fois cette semaine!

MARIE: Eh Bien! Moi, j'en sais une meilleure que celle-là!

JEAN ET ALAIN: Raconte, alors. Raconte vite!

MARIE: On dit que samedi dernier, vers sept heures du matin, voilà notre Monsieur Lenoir qui éveille Madame pour lui dire.... de ne pas se déranger car il allait préparer le déjeuner!

(laughter)

JEAN: Au moins, il avait bonne intention!

ANNOUNCER: While Jean and Marie are laughing at their absent minded teacher let us listen to the Professor himself and hear what he is saying to his wife on the telephone.

PROFESSEUR: (au téléphone) Allo! Allo! Ernestine? Oui, c'est moi, Alphonse. Qu'y a-t-il, ma chérie? Pardon?... Ce n'est pas possible ... Tu dis que j'ai mis le chat dans la glacière et le lait à la porte? Mais enfin... Comment? Et qu'il est gelé? Le chat? .... Le lait? Ah! les deux. Allons, ne te fâche pas, ma chérie. Je suis vraiment confus. Et ce n'est pas tout....? Mais quoi donc encore? Le réveille-matin? Qu'est-ce qu'il a le réveille-matin? Il trempait dans l'eau bouillante? Là, je me souviens: J'ai voulu me préparer un oeuf à la coque.... J'aurai, par mégarde, mis le réveille-matin dans l'eau, au lieu de l'oeuf. Est-il brisé? Non, pas l'oeuf, le réveille-matin..... Bon. Y a-t-il autre chose. Tu veux que je passe au magasin. A l'épicerie? Un gallon de pommes de terre et une douzaine d'oranges. Oh, sois tranquille, Ernestine. J'ai bien compris.

(noise of telephone Receiver being replaced)

Cette fois, il ne faut pas que je me trompe. Elle désire une douzaine de pommes de terre et un gallon d'oranges... une douzaine de pommes de terre et un gallon d'oranges.... une douzaine..... (il s'en va en répétant le message de Madame).

ANNOUNCER: Poor Professor Lenoir, how forgetful he is. Let us follow him back to the classroom where Jean, Marie and Alain are waiting his return.

(a door closing).

JEAN: Chut! Le voici qui revient.

PROFESSEUR: (entrant) Et maintenant, continuons la leçon. Bon! Où donc ai-je déposé mon crayon. Il doit être ici quelque part....

MARIE: Vous l'avez-là, Monsieur, derrière l'oreille.

PROFESSEUR: Merci, Marie. Si j'avais eu mes lunettes, je l'aurais sans doute trouvé moi-même. Mais je ne sais plus où j'ai laissé mes lunettes.....

ALAIN: Elles sont là, Monsieur.

PROFESSEUR: Où ça, Alain?

ALAIN: Sur le bout de votre nez, Monsieur Lenoir.

PROFESSEUR: (toussant), un peu confus). Passons, passons.... Que faites-vous donc au tableau noir, Alain?

ALAIN: C'est vous qui m'y avez envoyé, Monsieur le Professeur.

PROFESSEUR: C'est vrai. Je vous ai dit d'écrire cinq noms d'animaux. Voyons qu'est-ce que vous avez écrit?

ALAIN: Je n'en sais que quatre, M. Lenoir.

PROFESSEUR: Vous avez mis le cochon, le cheval, la vache, le chien, bien qui peut me donner un autre nom d'animal.... Oui, Marie.

MARIE: Le coq!

PROFESSEUR: Très bien, le coq et les poules.... Jean pouvez-vous nommer un autre animal?

JEAN: Oui, monsieur... la grenouille

PROFESSEUR: La grenouille! Où avez-vous appris ce mot... Oh, mais, j'y pense... petit méchant... vous avez apporté une grenouille à l'école ce matin.

JEAN: Excusez-moi, Monsieur, mais vous m'avez demandé de nommer un animal.

PROFESSEUR: C'est assez.... C'est assez.. A propos, où l'avez vous mis, ce pauvre animal?

JEAN: Dans ma poche, monsieur.

PROFESSEUR: Venez ici me l'apporter.

JEAN: Bien, monsieur.

PROFESSEUR: Posez-le ici. Ah, comme il est petit.... Attention, il saute... attrapez-le.

MARIE: Hi, Hi! j'ai peur.

ALAIN: Les grenouilles ne sont pas dangereuses.... La voilà qui sort par la porte.

PROFESSEUR: Laissez-la partir. Jean, vous serez puni pour ceci. Je vais écrire à vos parents... Allons où est mon porte-plume. Ah, le voici. (sursautant) Quoi? De l'eau dans mon encrier? (se fâchant) Qui a mis de l'eau dans mon encrier?

MARIE: Monsieur...........

PROFESSEUR: Comment, serait-ce vous Marie?

MARIE: Oh, non, Monsieur! C'est..... vous. Hier, en partant, vous avez versé de l'eau dans votre encrier.... et de l'encre dans vos géraniums!

(loud ringing of school bell or buzzer).

PROFESSEUR: C'est la fin de la leçon.

MARIE: M. Lenoir quelle est la leçon pour demain?

PROFESSEUR: Mais c'est samedi demain, il n'y a pas d'école!

MARIE: Excusez-moi professeur, demain c'est mercredi.

PROFESSEUR: Demain mercredi, mais je croyais... je me suis trompé.... Demain vous lirez la leçon suivante et vous ferez exercice un et deux. Vous avez compris?

ENSEMBLE: Oui M. Lenoir.

PROFESSEUR: Allons mes enfants, rangez vos livres de français, et prenez vos livres d'arithmétique.

MARIE: M. Lenoir, j'ai perdu mon livre d'arithmétique.

PROFESSEUR: Vous l'avez laissé à la maison?

MARIE: Non monsieur, je l'avais quand je suis entrée dans la classe ce matin.

PROFESSEUR: Et bien, il doit être dans votre pupître. Cherchez.

JEAN: M. Lenoir, le voici.

PROFESSEUR: Où l'avez-vous trouvé?

JEAN: Sous le pupître Monsieur.

PROFESSEUR: Très bien, donnez-le à Marie. Maintenant ouvrez vos livres à la page sept.... Alain, Jean, Pourquoi regardez-vous par la fenêtre?

JEAN: (soudain excité) Monsieur Lenoir, Monsieur Lenoir. Venez vite à la fenêtre voir ce qui se passe dans la rue!

TOUS: Qu'y a-t-il donc????

ALAIN: Je vois un agent de police.

MARIE: Il a l'air furieux.

JEAN: Il entre ici.

ALAIN: Ce n'est vraiment pas étonnant. Regardez, Monsieur Lenoir a stationné son automobile devant une bouche d'incendie.... et l'on entend venir les pompiers! Sortez vite vos clefs, Monsieur Lenoir.....

PROFESSEUR: Je les cherche.... (désolé)..... Elles ne sont pas là.... Où peuvent-elles bien être.... Ouf! Voilà une distraction qui va me coûter cher.... Et pour finir le plat, j'ai oublié mon porte-monnaie à la maison.

ANNOUNCER: You have been listening to a dramatic dialogue in french called "Les Distractions du Professeur Lenoir".

sent only to Sec Sc
not [illegible]
sent to Private Sc

1947-48: 13
1500

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM FOR PRINCIPALS OF SECONDARY SCHOOLS

Re prescribed Latin Books for Grade XIII

The publishers of the new Latin Poetry and Latin Prose Selections for Grade XIII report that their first printing is completely sold out. The number of copies printed was actually 25 per cent in excess of the number of candidates last year, and this should have been an ample supply. Many dealers have evidently placed orders in excess of their actual requirements.

In filling orders from the original printing the publishers endeavoured to make sure that every school should have a supply of one book or the other. This was done at the suggestion of the Department of Education when it became apparent that the first supply would be insufficient.

With paper still in short supply publishers cannot print stocks of books in excess of their estimated requirements, and when sales exceed their estimates there is bound to be delay in securing paper and providing for a reprinting. The Latin books are being reprinted and the publishers will fill the remainder of their orders as soon as possible, probably by the middle of November. With this information it is hoped that teachers will be able so to plan their work as to take the fullest advantage of whatever supplies of books they have on hand.

A. G. Hooper

Superintendent of Secondary Education.

Toronto, October 10, 1947

1947-48:14
1500

n/sent to pec.
mailed 23/10/47

Memorandum to Principals of Secondary Schools

This is the script of the French Broadcast (Number 4) which will be given over C.B.C. on Tuesday, October 28th at 10:00 A.M. It is suggested that the teachers of French make whatever use of this script they deem advisable before or after the broadcast.

There was no memo for French Broadcast number 3 as it was from the text.

A. G. Hooper
Superintendent of Secondary Education.

ANNOUNCER: Years and years ago, nice children believed in fairies - or said they did - so people like Charles Perrault, in the 17th century, and Madame d'Aulnoy, in the 18th, wrote fairy-tales for them. They were probably read to children on Sundays as a reward for good behaviour. Here then is one of these tales. It is the story of a poor wood-cutter who was granted three wishes - you will see what he did with them.

Introductory music fading into sound of wood-chopping. This continues for a while before speech begins and is carried on through part of the speech.

BUCHERON: Quelle vie! ... abattre des arbres ... couper du bois... toute l'année ... tous les jours .. du matin jusqu'au soir... qu'il fasse beau ... ou qu'il pleuve ... et à quoi bon ... on reste pauvre ... comme un rat d'église ... Ah! et puis j'en ai assez

(Sound of wood-chopping stops)

Il fait vraiment trop chaud pour travailler, comme ça, en plein midi. Je vais me reposer un moment... Ah! il fait bon s'asseoir, je suis si fatigué ... Quelle vie! Ah, si quelque bonne fée pouvait nous sortir de là ...

(Music announcing arrival of fairy begins)

Maudite forêt, va!

LA FEE: Vous n'êtes pas poli, bûcheron.

BUCHERON: (Abasourdi) Pardon, Madame... Mademoiselle. Je croyais être seul, excusez-moi... Euh... euh... cette forêt vous appartient, peut-être?.... C'est un très beau domaine...

FEE: (riant) Vous ne savez donc pas qui je suis?

BUCHERON: Non, Madame, je n'ai pas l'honneur....

FEE: Eh bien, je suis la fée de cette forêt. Je vous vois souvent, vous savez,. Et vous, vous ne m'avez jamais vue? C'est que vous ne regardez pas assez bien!

BUCHERON: J'en suis désolé, Madame, si j'avais su... Mais avec tous ces arbres autour de moi....

FEE: Ah, mais, attention! Si je vous permets d'abattre mes arbres, malgré que cela me fasse de la peine, c'est parce que c'est votre métier et que vous êtes un brave homme. Mais je ne vous permets pas de dire du mal de mes arbres. Dites, franchement, vous ne trouvez pas qu'ils sont beaux?

BUCHERON: Oh, certainement... très, très beaux... et le bois est d'excellente qualité, dur comme le fer... j'en sais quelque chose! Mais, excusez-moi, je ne veux pas vous fâcher.

FEE: Bon, je vous pardonne. Mais vous m'avez appelée, je crois? Vous sembliez bien malheureux quand je suis arrivée. Qu'y a-t-il?

BUCHERON: Ah, Madame, si vous saviez! Nous avons bien sujet d'être malheureux, ma femme et moi. Comme je le disais.. euh.. à vos arbres, j'ai beau travailler toute la journée et toute l'année, nous restons toujours aussi pauvres. Ce n'est pas comme le meunier du village, par exemple. Il fait travailler les autres tandis que lui se repose - et pourtant il s'enrichit de jour en jour. Il a une belle maison, bien chaude, et il mange toujours à sa faim.

FEE: Et vous croyez que cela suffit pour être heureux?

BUCHERON: Ah! croyez-moi, si ce n'est pas tout, c'est beaucoup. Nous, voyez-vous, nous sommes forcés d'habiter, à la lisière de la forêt, une triste cabane qui laisse entrer la pluie et le vent. Et le plus dur c'est que nous avons souvent faim. Vous ne savez pas, vous, ce que c'est que d'avoir faim?

FEE: Non, c'est vrai. Ca doit être terrible.

BUCHERON: Ma femme est bien courageuse mais je la vois souvent si triste ... Ah, si nous étions riches, nous serions heureux comme des rois car nous nous aimons bien et elle est si jolie... encore plus.... c'est-à-dire... presque aussi jolie que vous.

FÉEL Vous avez de la chance d'avoir une femme aussi admirable. Mais je vois que vous êtes quand même bien à plaindre et j'aimerais vous aider

(slight pause)

En somme, tout ce que vous demandez c'est d'être riche?

BUCHERON: Comment... tout ce que je demande? Mais c'est mon plus cher désir, mon seul désir! Ah! Madame la fée, vous qui êtes si bonne et si belle, ne pourriez-vous pas nous l'accorder?

FEE: Sans doute - si vous y tanez. Mais j'ai bien peur que vous ne vous trompiez dans vos désirs. Alors, au lieu d'un, je vais vous donner trois souhaits... en cas d'accident! Mais prenez garde

(Fairy music begins)

choisissez sagement car vous n'aurez que les trois.

(Fairy music fades away.

BUCHERON: Oh! Merci, Madame la Fée, merci. Vous êtes trop bonne.

(Calling)

Madame la Fée, attendez, vous ne m'avez pas dit...

(to himself) Elle a disparu... (pause)

(Forest music begins)

Ah, mais! qu'est-ce que je fais là. Il faut que j'aille raconter ça à ma femme, vite, vite! Trois souhaits.

(Forest music fades away).

ANNOUNCER: Meanwhile, the poor wood-cutter's wife has been setting the table for dinner - though she has very little food to offer him.

(sound of plates, spoons, etc..being laid on table).

FEMME DU BUCHERON: ...on mari va arriver d'un moment à l'autre et je n'ai qu'une soupe maigre et un bout de pain à lui offrir pour son déjeuner. Pauvre homme!

BUCHERON: (Calling in the distance) Ma femme, ma femme!

FEMME: Mais qu'est-ce qu'il a donc à crier comme ça? (Calling) Qu'est-ce qu'il y a? (As woodcutter rushes in) Mais qu'as-tu donc?

BUCHERON: Trois souhaits, ma femme, tu entends, trois souhaits! C'est la Fée qui me les a accordés.

FEMME: Tu es fou, qu'est-ce que tu racontes-là de fée et de souhaits? Je voudrais bien.....

BUCHERON: (Interrupting) Attention! Ne fais pas encore de souhaits? Il faut que je t'explique. La fée de la forêt est venue me voir ce matin, alors je lui ai expliqué que nous étions si pauvres, si pauvres, que nous n'avions pas toujours de quoi manger.

FEMME: Ah! ça, c'est bien vrai. Je voudrais....

BUCHERON: Attends, attends...! Alors je lui ai expliqué que la pauvreté seule nous rendait malheureux et elle m'a accordé trois souhaits. Mais elle m'a dit de bien réfléchir à ce que nous allions souhaiter. Alors nous allons en parler d'abord et lorsque nous aurons décidé nous dirons: Je veux, ceci, je veux cela, je veux... Tu comprends.

FEMME: Et tu crois que c'est vrai? Tu n'as pas rêvé tout ça? Je voudrais bien...

BUCHERON: Mais fais donc attention que je te dis. Tu vas faire un malheur si tu ne t'arrêtes pas de dire: je voudrais... Non je t'assure, j'ai vu la fée, nous avons bavardé ensemble.. elle a été charmante. Mais revenons aux choses sérieuses. Moi je crois que notre premier souhait devrait être la richesse - d'être aussi riche que le meunier du village par exemple.

FEMME: Eh! Parfait! Surtout que tout son argent ne l'empêche pas d'être grognon et méchant pour sa femme et ses enfants. Et puis après tout, ce n'est qu'un meunier, pas davantage. Non, moi je crois qu'il vaut mieux être comme les gens du château, des gens biens... Ah, être châtelaine... que ça doit être beau! Avoir toujours de belles robes, recevoir des ducs, des princes, qui vous baisent la main....

BUCHERONS: Des ducs! des Princes! tu es folle. Ca ne veut rien dire, ça... et puis ce n'est pas un bonheur solide. D'ailleurs, malgré leurs grands airs ils ne sont pas heureux non plus. Ils ont un fils qui les ruine et une fille qui est en train de mourir.

FEMME: C'est vrai... Après tout, c'est peut-être la santé et une longue vie qu'il faudrait souhaiter.

BUCHERON: Une longue vie - de pauvreté? Merci! J'en ai assez comme ça.

FEMME: Ou des enfants, par exemple. Avoir une belle famille, c'est peut-être là le bonheur.

BUCHERON: Merci bien. Les enfants vous donnent trop de soucis. Et

puis, comment veux-tu les nourrir? C'est déjà assez difficile, et nous ne sommes que deux.

FEMME: Tu es bien difficile, on dirait que pour toi le bonheur ne se trouve nulle part. Mais écoute la soupe va se refroidir. Mettons-nous à table et nous discuterons tout en mangeant.

BUCHERON: Tu appelles ça manger...? De la soupe au chou et un bout de pain sec....?

FEMME: Qu'est-ce que tu veux, mon ami. C'est tout ce que nous avons. Ah, je voudrais tant avoir un énorme saucisson à t'offrir.....

(saucisson falls on table)

BUCHERON. ET FEMME: Mon Dieu! Un saucisson!

BUCHERON: (furiously) Sotte que tu es! Qu'avais-tu donc à souhaiter un saucisson? Maintenant nous voilà avec un souhait en moins et rien qu'un misérable saucisson. Tiens, je voudrais qu'il te saute au nez, ça t'apprendra à.....

FEMME: (shrieks) Ah! J'ai le saucisson au bout du nez. Sot... Idiot, va! Enlève-moi ça tout de suite. Ah, mon dieu, mon dieu, c'est affreux.... (weeps)

BUCHERON: Ma pauvre petite femme... Je n'ai pas pensé... je t'assure que je ne l'ai pas fait exprès.

FEMME: Mais enlève-le donc.... tire.... tire! Aie... arrête! tu me fais mal.... il n'y a rien à faire. Qu'est-ce que je vais devenir? Il faudra souhaiter qu'il tombe, il n'y a que ça à faire... Je veux....

BUCHERON: Non, non, attends .... attends... Calme-toi, ma petite femme! Je vais souhaiter que nous soyons très riches, et quand nous aurons beaucoup d'argent je te ferai faire un joli petit sac brodé pour cacher le saucisson....

FEMME: (Shrieking) Non, non... je mourrais de honte, s'il me fallait passer le restant de ma vie avec ce saucisson au bout du nez. Souhaite qu'il tombe à terre, ou bien je me jette à la rivière....

BUCHERON: (Heavy sigh) Bon... et bien alors.. je souhaite... je souhaite que le saucisson tombe à terre... (Noise of "saucisson" falling to the ground").... Notre dernier souhait.... (fairly long pause) Ah! nous n'avons pas su profiter du beau cadeau que nous avait fait la fée....

FEMME: Mon pauvre ami... Nous avons été bien sots tous les deux - bien peu sages. C'est peut-être la sagesse que nous aurions dû demander d'abord. Mais peut-être que la fée nous permettra d'essayer une deuxième fois puisque nous avons été assez punis de notre folie.....

BUCHERON: (Sadly) Non, elle a dit trois souhaits seulement.

FEMME: Essayons toujours. Allons à la porte tous les deux - la forêt est à côté - elle nous entendra bien... Viens.

(Sound of door opening, forest music is heard and continues softly behind speech till the end).

BUCHERON: Madame la Fée, madame la Fée!

FEMME: Madame la Fée, écoutez-nous une dernière fois....!

(Mocking bird heard)

BUCHERON: (After slight pause) Rien;

FEMME: Non, elle ne répond pas... elle ne viendra pas... (Pause) Ecoute... on dirait la forêt qui rit....

BUCHERON: Oui... regarde, toutes ses feuilles dansent au soleil... C'est vrai qu'elle est belle.....

FEMME: Oui, bien belle.... (Pause) Viens, mangeons notre saucisson et puis.... au travail.

BUCHERON: C'est ça, au travail.

(Forest music up slightly, then fades down and out).

1947-48: 15
1500

2nd sent to Sec
mailed 23/10/47

Memorandum to Principals of Secondary Schools

This is the script of the French Broadcast (Number 5) which will be given over C.B.C. on Tuesday, November 4, 1947, at 10:00 A.M. It is suggested that the teachers of French make whatever use of this script they deem advisable before or after the broadcast.

A. G. Hooper

Superintendent of Secondary Education.

ANNOUNCER: This is a story in the lives of two young Canadians, Jean and Marcel Duchamp. They are brothers and go to High School. Jean is in the first year and Marcel in the second. They like their school and do everything to live up to its name. Every day Jean and Marcel hurry down to the newspaper office to get their load of papers which they then deliver in their street... If we hurry I think we can see them starting off on their route... What did I tell you ... I was right ... There they are ... Let's follow them and listen to what they are saying -

(The two boys are whistling a tune)

MARCEL: Dis, Jean, as-tu laissé un journal chez Mme Dupont, au numéro 22?

JEAN: La maison au volets verts, là en face?

MARCEL: Oui!

JEAN: Mais c'est madame Labelle qui habite là! Ce n'est pas une de nos clientes.

MARCEL: Tu ne sais pas? Le mari de Madame Labelle a été envoyé dans l'Amérique du Sud et ils ont vendu leur maison à Mme Dupont.

JEAN: Et madame Dupont t'as demandé de lui laisser le journal?

MARCEL: Ah maintenant tu comprends. Mais cela a pris du temps!

JEAN: Très bien, très bien, je ne savais pas moi...... j'y vais.

(The sound of whistling is again heard)

MARCEL: Jean, tu as vu l'annonce dans le journal?

JEAN: Quelle annonce?

MARCEL A la page sept. L'annonce du concours de photographie.

JEAN: Arrêtons-nous une minute et voyons ce que c'est!

MARCEL: Oui, mais seulement une minute. Nous n'avons pas de temps à perdre... Il est déjà quatre heures et quart et nous devons être au terrain de baseball à cinq heures moins le quart.

JEAN: A quelle page as-tu dit?

MARCEL: Page sept, il me semble... ou peut-être huit... je ne me rappelle plus exactement.

JEAN: Ah! voilà. Tu avais raison, c'est page sept. (reading) Grand concours de photographie... Premier prix... une bicyclette; deuxième prix.... une montre bracelet; troisième prix... un gant de baseball et un bâton de hockey.

MARCEL: De beaux prix, n'est-ce pas? Si on pouvait ganger la bicyclette on pourrait finir la livraison de nos journaux en moins de dix minutes.

JEAN: On peut toujours essayer... Tu sais les photos que nous avons prises au camp cet été... Envoyons-les, veux-tu?
MARCEL: Sais-tu où elles sont, ces photos?
JEAN: Mais oui... dans le tiroir de notre commode à la maison.
MARCEL: Tu es certain?
JEAN: Je t'assure que oui... Je les y ai vues ce matin.
MARCEL: Il y a autre chose.
JEAN: Mais quoi?
MARCEL: Toutes les photos doivent être envoyées avant le six novembre.
JEAN: Quelle est la date aujourd'hui?
MARCEL: Aujourd'hui c'est le quatre novembre.
JEAN: Le concours ferme dans deux jours. Oh, mais il faut nous dépêcher.
MARCEL: Tu as raison! Combien de journaux as-tu encore?
JEAN: Il m'en reste quatre, et toi?
MARCEL: Moi, j'en ai deux.
JEAN: Voilà, la maison de Mme Ducharme. Elle nous doit de l'argent pour la semaine dernière.
MARCEL: Oui, j'y vais. Veux-tu entrer avec moi?
JEAN: Non, je vais finir de livrer mes journaux et je t'attendrai au bout de la rue.
MARCEL: C'est ça, mais dépêche-toi... Nous mettrons ces photos à la poste ce soir.
JEAN: Oui! Qui sait? La bicyclette est peut-être à nous!

ANNOUNCER: Yes, they might win the bicycle... Wouldn't that be wonderful! They could finish their paper delivery in half the time it takes them now and they would have all that extra time to play baseball ... But let's see what happens now to Jean and Marcel.... After Marcel has been paid by Mme Ducharme, he finishes delivering his last paper, then joins Jean at the end of the street and they both go home. ... They have just entered the house and are talking to their mother.

JEAN: Allo, maman!
MARCEL: Allo, Maman!
LA MERE: Bonjour, mes enfants. Vous avez bien vite fini la livraison de vos journaux aujourd'hui... Mais qu'est-ce que vous avez? Qu'est-ce qu'il y a... Vous avez fait quelque chose de mal?
JEAN{ensem- Non, maman, nous allons gagner une bicyclette....
MARCEL{ble Oui, et peut-être aussi une montre et un bâton de hockey.
LA MERE: Mais je ne comprends pas... Vous parlez tous ensemble... Expliquez-moi.
MARCEL ET JEAN: Il y a un concours de photographie.... Dans le journal, il y a...
LA MERE: Taisez-vous tous les deux... Jean, explique-moi... Marcel laisse Jean parler tout seul.
JEAN: Eh! bien, voilà. Il y a un grand concours de photographie dans le journal et nous avons pensé à envoyer les photos du camp que nous avons prises cet été.
MARCEL: Oui, maman! Celle de l'ours est très bonne... Et il y a aussi celle de la course à la nage... Nous sommes certains de gagner.
LA MERE: Eh bien, je trouve que c'est une excellente idée. Allez chercher vos photos et je vous aiderai à en faire un paquet.
JEAN: Oh, merci maman!
MARCEL: Dépêchons-nous, Jean, nous n'avons pas de temps à perdre.

ANNOUNCER: Well! Well! What excitement! Jean and Marcel climb the stairs four at a time up to their room and in no time at all they are looking in the drawers of their dresser for the precious photographs.

MARCEL: Quand nous aurons la bicyclette... nous la partagerons... Tu la prendras le lundi, mercredi, vendredi et

JEAN: Toi, tu l'auras le mardi, jeudi et samedi...

MARCEL: Oui, et dimanche?

JEAN: Dimanche?

MARCEL: Oui.

JEAN: Dimanche, c'est jour de repos. Eh.bien nous la laisserons se reposer.

MARCEL: C'est ça. De cette façon il n'y aura pas de jalousie... Mais, où sont-elles ces photos?

JEAN: Dans le tiroir du haut.

MARCEL: Tu es certain?

JEAN: Oui, elles étaient là ce matin. Je les ai vues avant de partir pour l'école.

MARCEL: Je ne les vois pas. Tiens, cherche, toi, veux-tu?

(Noise of objects being moved, paper being crumpled)

JEAN: Oui, je sais exactement où elles sont... Ici, sous ce livre de boy scout.... dans ce coin à gauche.... Elles n'y sont plus!

MARCEL: Mais je te le disais bien... Qu'est-ce que nous allons faire?

JEAN: Cherchons dans les autre tiroirs!

MARCEL: C'est une idée... Peut-être que maman les a changées de place.

(Noise of drawers being opened, objects being thrown on the floor).

JEAN: Elles ne sont pas dans le deuxième tiroir.

MARCEL: Ni dans le troisième.

JEAN: Il reste encore celui du bas.

(Drawer being opened)

MARCEL: Non... rien à faire... Elles ne sont pas là non plus!

JEAN: Elles snnt peut-être dans l'armoire... Attends, je vais grimper sur cette chaise....

MARCEL: Attention de ne pas tomber.

JEAN: Il y a quelque chose sur l'étagère... une boîte.... Elles soht peut-être dans cette boîte.

MARCEL: Mais je suis trop petit pour la toucher.

JEAN: Attends, laisse-moi t'aider.

MARCEL: Pousse-moi un peu... Attention, attention... je la touche la boîte. Ca y est... je l'ai... Ne me tiens pas, tu vas me faire tomber... Mais, laisse-moi... Oh, je glisse... je.....

(The crash is heard of a box falling)
(Silence)

JEAN: Tu t'es fait mal, Marcel?

MARCEL: Non.... où est la boîte?

JEAN: Tiens, la voici!

MARCEL: Ouvre-la... Les photos sont-elles dedans?

JEAN: Non.... regarde.
MARCEL: De vieux cigares que papa a gardés depuis Noël dernier....
JEAN: Marcel.... Maman nous a entendus... je l'entends monter l'escalier. Dépêchons-nous... remettons un peu d'ordre dans la chambre.

(Door opens)

LA MERE: Mais qu'est-ce que vous faites tous les deux? Quel désordre.. J'ai entendu un grand bruit en bas.... qu'est-ce que vous avez brisé?
MARCEL: Mais rien, maman, rien.
LA MERE: Qu'est-ce que vous faites avec les cigares de votre père... Vous allez être punis tous les deux!
JEAN: Mais, maman, vous ne comprenez pas... Nous ne pouvons plus trouver les photos.
MARCEL: Et nous avons pensé que peut-être vous les aviez mises dans cette boîte dans l'armoire.
LA MERE: Les photos ne sont plus dans le tiroir?
ENSEMBLE: Non, maman:
Elles n'y sont pas!
LA MERE: Vous avez bien cherché?
MARCEL: Nous avons cherché dans tous les tiroirs.
LA MERE: Moi aussi je les ai vues ce matin et je les ai même regardées. Cela est très étrange.
MARCEL: Qu'est-ce que nous allons faire... il ne reste plus que deux jours et....
JEAN: Nous n'avons pas d'autres photos....
LA MERE: Je regrette beaucoup mes petits.... je suis désolée.... mais je ne peux pas vous aider.....
MARCEL: Voilà notre bicyclette qui s'en va!
JEAN: Voilà mon gant de baseball qui prend le vol!
LA MERE: Consolez-vous mes amis. L'année prochaine votre père vous achètera une bicyclette.
JEAN: L'année prochaine.... c'est loin ça!

ANNOUNCER: Poor Jean and Marcel. They were so sure of winning the contest. I wonder what happened to those wonderful photographs of the camp. What a mysterious disappearance. Jean and Marcel were indeed unhappy and at dinner that evening their father noticed that they were not their usual selves.

LE PERE: Jean... veux-tu me passer le sel s'il vous plaît. Et Marcel, passe-moi le pain qui est là en face de toi... Hum! vous ne parlez pas beaucoup ce coir, mes enfants... Vous êtes malades tous les deux.
LA MERE: Mais non ce n'est rien. Ils sont un peu déçus, voilà tout.
LE PERE: Déçus.... mais pourquoi?
LA MERE: Rien, mon ami... rien d'important.. N'allez pas ennuyer votre père avec vos petites difficultés. Il a trop de soucis comme ça!
LE PERE: Mais je veux savoir....
LA MERE: Ce n'est rien je t'assure.
LE PERE: Jean, qu'est-ce qui se passe?
JEAN: Ce n'est pas important, papa.
LE PERE: Marcel, dis-moi qu'est-ce qui ne va pas?

MARCEL: Rien, papa, vraiment rien.
LE PERE: Oh, écoutez... je vais me fâcher... Je veux savoir.
LA MERE: Voyons... ne te fâche pas... Puisque tu veux savoir je vais te le dire.
LE PERE: Ah! enfin.
LA MERE: Les enfants ne trouvent plus les photos qu'ils ont prises au camp cet été. Ils veulent les envoyer à ce concours de photographie qui est annoncé dans le journal.
JEAN: (Sadly) Le premier prix c'est une bicyclette!
MARCEL: Le deuxième, c'est une montre bracelet!
LE PERE: (qui éclate de rire) Oh, alors c'est trop fort... Oh! Oh! Oh! Quelle étrange coincidence!
LA MERE: Je ne comprends pas moi!
LE PERE: Eh bien, voici! C'est moi qui les ai prises, ces photos.
JEAN ET MARCEL: Vous, papa?
LE PERE: Mais oui! a midi quand je suis venu dîner.... j'ai vu l'annonce du concours dans le journal et j'ai pensé que peut-être vos photos étaient assez bonnes pour gagner le premier prix.
JEAN: Quelle surprise!
MARCEL: Oh, papa. Croyez-vous vraiment? .... est-ce qu'on va gagner? Croyez-vous?
LE PERE: Ah ça! Je ne peux pas vous le garantir mais tout de même nous allons essayer.

ANNOUNCER: What a surprise indeed! Jean and Marcel's father had sent in the photographs himself and all that was left to do now was to wait and hope that the winners of the contest would be Jean and Marcel. A week passed ans there was no news. Every day after school the boys would rush home and their first question was always "any news mother? Was there a letter to-day?" And they had been disappointed for a whole week. Saturday arrived... it was a rainy day and they spend the early part of the morning with their noses stuck to the window pane waiting for the postman to come around.

JEAN: Tu ne le vois pas?
MARCEL: Non!
JEAN: Il est en retard ce matin... je suis certain.
MARCEL: Oui, et il pleut pardessus le marché.
JEAN: Oh je crois que c'est lui qui vient là-bas!
MARCEL: Non, ce n'est pas lui. Il est plus grand que ça.
JEAN: Ils ont peut-être changé de facteur.
MARCEL: Tu crois?
JEAN: (excited) Tiens, regarde, il vient vers la maison.
MARCEL: (excited) Je crois que tu as raison. C'est un autre facteur. Je reconnais son chapeau.
JEAN: (excited) Courons vite à la porte.
MARCEL: (excited) Il a beaucoup de lettres ce matin! C'est peut-être aujourd'hui notre jour chanceux.

(Noise of door opening)

JEAN: Merci, monsieur le facteur.
MARCEL: Oui, merci beaucoup.

(Noise of door being closed).

MARCEL: Fais voir Jean.
JEAN: Laisse-moi.
MARCEL: Donne m'en quelques unes!
JEAN: (lisant) Compte pour l'électricité... non, ce n'est pas ça.... Une lettre pour Tante Henriette.... un autre compte.... un journal.... c'est tout!
MARCEL: (disappointed): Nous n'avons pas gagné.
JEAN: (disappointed) Oui.... les photos n'étaient pas assez bonnes.
MARCEL: Pas de bicyclette cette année.

(Noise of door opening and closing)

JEAN: Oh, papa, tu es revenu de bonne heure ce matin!
MARCEL: Papa, il n'y a pas de nouvelles du concours?
LE PERE: Bonjour mes enfants... Il n'y a pas de nouvelles! Vous croyez? Tenez, regardez dans la poche de mon imperméable.
JEAN: Laisse-moi regarder, Marcel.
MARCEL: Mais laisse-moi.
LE PERE: Ne vous disputez pas, mes amis.
MARCEL: C'est une lettre.
JEAN: Oui, elle est pour Messieurs Jean et Marcel Duchamp.
MARCEL: Elle est pour nous....
JEAN: Eh bien, ouvre-la !

(Noise of envelope being opened hurriedly)

MARCEL: Chers messieurs. Nous avons l'honneur de vous annoncer que les photos que vous avez soumises ont été jugées excellentes. Vous gagnez le premier prix....
JEAN: Nous avons gagné la bicyclette!
MARCEL: Oh, je savais bien que nous.... Mais, papa, comment as-tu reçu la lettre?
LE PERE: Oh, il faut que je vous explique.. Je n'ai pas envoyé l'adresse de la maison. J'ai envoyé celle du bureau et j'ai reçu la lettre ce matin......

mailed 23/10/47

ONTARIO

DEPARTMENT OF EDUCATION

1947-48:16
1500

MEMORANDUM TO THE PRINCIPALS OF SECONDARY SCHOOLS

Re Remembrance Day, 1947

Remembrance Day, Tuesday, November 11, 1947, will be a school holiday. It is important that the significance of this day be kept before the pupils in our secondary schools. Relatives of many of these pupils have served in either the first or the second Great War, and of these many laid down their lives in defence of the cause of freedom and justice for which this country and the British Empire stand.

Principals are requested to arrange for a suitable programme of commemoration to be held on the day preceding the holiday. Such programmes are most effective when they are planned co-operatively by the teachers and pupils of the school and when they are designed to permit as many pupils as possible to participate in them.

L. A. Beattie
Acting Superintendent of Secondary Education.

Toronto, October 22, 1947

Note: The Ontario Teachers' War Veterans Association has informed this office that a Remembrance Day programme will be broadcast by station CFRB, Toronto, on Monday, November 10th, from 2.45-3.00 p.m.

Circular H.S. 4 C was sent
with this mailing

ONTARIO

DEPARTMENT OF EDUCATION

Mailed
Not sent to Secretaries.
not sent to Elem Sc Inspectors
Dept officials
20 · copies given to Mr Hooper

1947-48:17
1500

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re: School Broadcasts (English Series)

The series of five school broadcasts on the English drama which has been arranged by the Department of Education in co-operation with the Canadian Broadcasting Corporation will be begun on November 18th, 1947, instead of on November 11th, and will be concluded on December 16th. These broadcasts, as previously announced, will be given on Tuesdays from 9:45 to 10:15 a.m.

It is hoped that full advantage will be taken of the opportunity provided by these broadcasts for secondary school pupils to become acquainted with interesting and significant stages in the development of English drama. The topics of the five broadcasts, with brief explanatory notes, are given on pages 6 and 7 of the bulletin "School Radio Broadcasts" 1947-48.

The time for each broadcast will be thirty minutes instead of fifteen minutes as formerly. Mr. Andrew Allan, who directs C.B.C. Radio Drama Programmes, is in charge of the production of the series and will be assisted by an experienced and competent cast of players.

It is suggested to teachers of English that both before and after each broadcast they conduct in their classes such studies as will enable the pupils to derive added benefit from the series.

A. G. Hooper

Superintendent of Secondary Education.

TORONTO, October 29th, 1947.

Mailed
not sent to Elem Sc Insp
Dept Officials
20 copies given to Mr Hooper
Copies sent to Registrars of Univ.

ONTARIO

DEPARTMENT OF EDUCATION

1947-48:18
2100

MEMORANDUM FOR PRINCIPALS OF SECONDARY SCHOOLS

Re: Reduction in Grade XIII Latin Authors Course for 1947-48

With the concurrence of the Universities of Ontario, the course in Grade XIII Latin Authors for the school year 1947-48 has been reduced and the prescribed course for this year is now as follows:

Latin Prose Selections for Grade XIII (Nelson)
Cycle I omitting lines 549-617 inclusive,

Latin Poetry Selections for Grade XIII (Nelson)
Cycle I omitting lines 296-376 inclusive.

The reduction in the amount of work to be covered in Latin Authors for the Departmental examinations of 1948 is made because of delays that have occurred in obtaining a sufficient supply of the prescribed texts.

It is not expected that any similar reduction will take place in subsequent years.

A.G. Hooper

Superintendent of Secondary Education.

TORONTO, October 29th, 1947.

mailed Nov /47

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECRETARIES OF CERTAIN SCHOOL BOARDS

Re Mailing of Departmental Circulars

Copies of most of the memoranda sent to Secondary School Principals are now being sent to the secretaries of secondary school boards.

However, where the information contained refers only to teaching aids, and particularly where it is bulky, copies are not sent to secretaries.

Of the 1947-48 series, the following numbered memoranda have not been sent to secretaries:

1947-48:1	Circular H.S.400 "Re Admission of Pupils from other Provinces".
1947-48:7	Re Physical Education and Citizenship Corps Training for Boys.
1947-48:10	Re School Radio Broadcasts.
1947-48:12	French Broadcast Number 2.
1947-48:13	Re Prescribed Latin Books for Grade XIII.
1947-48:14	French Broadcast Number 4.
1947-48:15	French Broadcast Number 5.
1947-48:17	Re School Broadcasts (English Series)

A.G. Hooper

Superintendent of Secondary Education.

TORONTO, October 29, 1947

1947-48: 19
1750

mailed Nov 1/47

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM TO: Secretaries of Secondary School Boards
Secondary School Principals
Elementary School Inspectors

Re The Closing of Schools on Thursday, November 20th

The officials of the Department of Education have received a number of enquiries as to whether there will or will not be a school holiday on November 20th, the day on which Princess Elizabeth is to be married. For that reason, I thought it would be advisable to explain the situation to every School Board so that there may be no misunderstanding.

The Dominion Government has decided not to declare a national holiday on this occasion. There will, therefore, be no general holiday.

If any School Board desires to close its schools on that day, the pupils will be counted as having attended school on that day, for the purpose of computing grants.

George A. Drew
Minister of Education.

TORONTO, October 30th, 1947

Each Elementary School Inspector is asked to notify the schools under his jurisdiction.

V--1--1947-48

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM to: Principals of Vocational Schools and
Secretaries of Advisory Vocational Committees.

To insure eligibility of claims for grants paid under Vocational School Regulations and to avoid correspondence on adjustments, your attention is drawn to the following routine:

I. Application for Temporary Certification of Teachers

1. Application must be made on Form Tech. 19, accompanied by Forms Tech. 20 when necessary, blank copies of which are mailed to the Secretary in August.

2. The Principal should forward to the Secretary of the Advisory Vocational Committee, and the Secretary transfer to the Department, within 14 days after the opening of day and evening classes, and after each appointment of an unqualified teacher during the year:
   (a) on Form Tech. 19, a list of the names of unqualified teachers for whom temporary certification is required;
   (b) on Form Tech. 20, the statement of qualifications completed and signed by each teacher for whom temporary certification is required for the first time.

Form Tech. 20 need not be completed for a regularly certificated teacher for whom temporary certification is required in one or more subjects not covered by his certificate.

3. At the time of the annual inspection, the Principal should check the staff list with the Vocational School Inspector to insure that all teachers are certificated for grant purposes.

4. Certification is not required for a substitute teacher up to 20 days or 5 evenings in each school year.

II. Application for Approval of Purchase of Equipment

1. Application for approval for grant on proposed purchase of new equipment (not replacements, hand tools, or supplies) for instructional purposes should be submitted in duplicate, signed by the Secretary, and full specifications and the price of each item should be listed thereon and totalled.

2. The returned duplicate copy bearing the approval stamp should be retained on file, and reference should be made to the date of approval on the Claim for Grant.

To avoid adjustments in types and prices of individual items, it is suggested that application for approval be made just prior to the time of purchase, and preferably on duplicate copies of a regular purchase form.

R A Beattie

Director of Vocational Education.

Toronto, October 27, 1947.

1947-48:20
1100

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Comments on Grade XIII Examinations, 1947.

Attached hereto are copies of comments prepared by the members of the Committees in charge of marking the 1947 Grade XIII examination papers. Would you be good enough to distribute the copies among your teachers.

The comments on English Composition and English Literature are contained in Circular H.S.4C, printed in September, 1947.

Teachers are reminded that the exact type of question or evaluation indicated may not be used again. Marking schemes vary from year to year according to the character of the questions. This material is not intended as a teaching guide but as information which may be useful, in a general way, to the teachers.

C A Brown

Registrar.

TORONTO, November 7, 1947.

Sent to C.I. - 2
H.S. - 2
Voc - 1
C.S. - 1
Private 1
Mr Hopper 25 copies
Only

Spec Fr Comp + Lit sent only to schools teaching these subjects

ONTARIO DEPARTMENT OF EDUCATION

Mailed
To Sec Sc
Prin Sc
Secretaries
Dept Officials
not to PS + Sep Sc Insp.

1947-48:21
2100

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

1. Enclosed is a pamphlet entitled "Health Week, February 1-7, 1948". Will you kindly call the attention of your teachers of Physical and Health Education to this pamphlet and ask them to make use of it in their Grade IX and Grade X classes.

2. The Colorado School of Mines is offering for the academic school year 1948-49 one scholarship at the Grade XIII level to pupils of secondary schools of Ontario who are bona fide residents of this province. The scholarship is of the value of $425.00 a year (tuition fees) but makes no provision for living or other personal expenses. It may remain effective for a maximum period of four years if the scholar maintains a satisfactory standing. Further information may be obtained from Dr. B. H. Parker, President, Colorado School of Mines, Golden, Colorado, U.S.A.

3. Mr. J. W. Grimmon, Director of Audio-Visual Education in this Department, wishes to examine any 16 mm. films which deal with activities of special interest in your school. If you have any such films will you kindly send them to Mr. Grimmon who will return them to you after he has screened them.

4. Junior Red Cross

During the war the Junior Red Cross asked the pupils of the elementary and secondary schools of the province to make contributions in aid of the splendid work carried on by this organization. This Society is again asking the pupils in the schools of Ontario for financial assistance.

The many activities of the Junior Red Cross are well known. Each year a large sum of money is spent to aid crippled children to receive proper medical attention. Wheel-chairs, special boots, orthopaedic appliances and braces are provided for crippled children. The Junior Red Cross pays the travelling expenses of crippled children to and from hospital in Toronto and the expenses in Toronto for the escorts of these children. Free glasses are provided for children whose parents cannot afford to secure them. Recently the Ontario Juniors donated $34,000 to buy underwear and food for the children of Britain.

The teachers of the secondary schools are asked to support the Ontario Juniors in the 1948 campaign. They are asked to report to the Junior Red Cross any cases of physical defects, other than dental, found in needy children in their communities and also to send any contributions to Miss Dorothy Crozier, Director of Junior Red Cross, 621 Jarvis Street, Toronto, not later than February 28. Any contributions which the secondary schools may be able to make to this deserving work will be appreciated.

A. G. Hooper
Superintendent of Secondary Education.

TORONTO, January 20th, 1948.

1947-48:22
2100

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

To Secretaries of Boards
Principals of Secondary Schools
Inspectors of Public and Separate Schools

Re Evening Classes in Citizenship for New Canadians

Although it is customary for Boards to close the regular evening classes at the end of March, it is highly desirable that classes in Citizenship for new Canadians should continue past the closing date. The Department of Education approves the extension of these special classes into the Spring term, and Boards are authorized to include them with the regular evening classes for grant purposes.

The cost of such classes under the Elementary School panel should be added to the operating costs of the calendar year. In the case of classes under High School Boards or Advisory Vocational Committees, the salaries of the teachers are to be included in the claim for grant for the school year 1947-48 ending June 30th.

F. S. Rutherford
Deputy Minister of Education.

Mailed by Miss Mitchell
Feb 17/48

TORONTO 2, February 13th, 1948.

1947-48 : 23
10M-Feb. 1948-B3888

Mailed 4/3/48

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM

For Secondary School Principals and Secretaries of Secondary School Boards

Re: Co-operation with Ontario Farm Service Force, 1948

The Minister of Education announces that provision is being made whereby certain pupils may be released from attendance at school after May 21st, 1948, for the purpose of assisting in farm work.

The need for food production is as great throughout the world to-day as it has ever been in the past and it is of the utmost importance that the goals set for Canadian agriculture in 1948 be reached. To reach these goals, however, help will be needed from every possible source and the Ontario Farm Service Force is asking for the co-operation of school principals and teachers in encouraging pupils to offer their services to farmers again this year.

Secondary School pupils, even before the war, played a useful part in farming operations but it was not until they responded in such large numbers to the appeal for assistance during the war that they demonstrated their special value by meeting in such a satisfactory manner the seasonal requirements of fruit and vegetable growers and mixed farmers throughout the Province.

This use of Secondary School pupils has been organized, supervised, and improved by the Ontario Farm Service Force; exploitation is eliminated and the individual pupil's welfare is always considered. The experience gained by working on the farm under organized conditions is helpful in many ways and pupils should return to school with broadened outlooks and in improved health.

Because the assistance of pupils is urgently needed for farm work in 1948, the Minister of Education hopes that the schools will co-operate with the Ontario Farm Service Force in soliciting the assistance of pupils below Grade XIII for the period subsequent to May 21st, 1948, and of Grade XIII pupils for the period following the Departmental Examinations.

The plan under which schools are asked to co-operate with the Ontario Farm Service Force in enrolling pupils willing to assist farmers in 1948 is as follows:

1. A candidate for Grade XIII (Upper School) standing shall be required to remain in attendance and to write the Departmental Examinations.

2. At the discretion of the board the principal may release from attendance after May 21st, a candidate for Grades XI and XII (Middle School) standing who—
   (a) has attended regularly up to and including May 21st,
   (b) is found by the principal on that date to be entitled to Departmental standing without writing the final school tests in June, and
   (c) undertakes in writing to engage in farm work and to remain in the work as long as his services are required, but in the case of a candidate returning to school, not later than the Saturday before the opening of schools in September,

   and such candidate may be recommended for Departmental standing in the same manner as if he had continued in attendance to the end of the term.

Note that it is not intended that the final school tests should be held before May 21st, nor is it intended that any candidate should be released from attendance if he is being required to write the final school tests in one or more subjects.

Note that the only relation between engaging in farm work and the issuing of statements of standing by the Department will be that the pupils concerned may be released from attendance on May 21st, rather than upon the usual date in June.

3. The plan outlined in 2 above, in so far as it is applicable, may be followed in the case of promotions from grade to grade in Grades IX to XII.

4. Where a pupil is released from school as of May 21st, 1948, and undertakes to engage in farm work as referred to in 2 above, his attendance shall be marked as if he were present in order that school boards may suffer no loss in grants.

Representatives of the Ontario Farm Service Force will correspond with principals and where possible will visit schools during March and April to discuss with teachers and pupils plans to enrol pupils for farm work.

Rutherford

Deputy Minister of Education.

Toronto, March 1st, 1948.

1947-48: 24
2,500—Feb. 1948—B4082

mailed 3/4/48

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Certificates Accepted as the Equivalent of Certain Secondary School Music Options.

Please note that standing in music obtained by examinations taken at a College or Conservatory of Music is not recorded on the Grade XII and Grade XIII certificates which report the results of the annual Departmental Examinations. When making application to enter a university the original music certificates should be submitted along with the regular departmental certificates.

The certificates listed under "Grade XIII Music" on the back of this sheet are accepted in lieu of the prescribed course in Music, and may be indicated on the Secondary School Honour Graduation Diploma.

The certificates listed under "Grade XII Music" on the back of this sheet are accepted in lieu of the prescribed course in Music. When presented for inspection according to the "Instructions to Principal" on the Diploma application form, this standing may be used as an option to complete the requirements for the Secondary School Graduation Diploma.

The certificates listed under "Grade X Music" on the back of this sheet are accepted in lieu of the prescribed course in Music for the purpose of completing the requirements for the Intermediate Certificate. The certificates listed in the second column are higher but there is no provision in the Regulations for recording such standing in this Department except in connection with the Intermediate Certificate. Similarly, any one of the higher Music certificates named may be used to cover the lower standing in addition to that listed as equivalent.

Prior to 1944 the acceptable certificates issued by the Western Ontario Conservatory were differently named—Grades I, II and III Practical being the same as the present Grades VI, VII and VIII Practical.

Note:—Music is an optional subject and may **not** be substituted for an obligatory subject such as Grade XI Ancient and Medieval History or Grade XII Modern History.

C A Brown

Registrar.

Toronto, February 25th, 1948.

TABLE OF CERTIFICATES ACCEPTED IN LIEU OF PRESCRIBED COURSES IN MUSIC

Department of Education

Grade X Music		Grade XII Music	Grade XIII Music

Royal Conservatory of Music of Toronto

Grade V Practical	Grade VI Practical and Grade I Theory	Grade VII Practical and Grade II Theory OR Grade III Theory	Grade VIII Practical and Grade II Theory OR Grade IV Theory

Western Ontario Conservatory, London

Grade Junior V Practical	Grade Senior VI Practical and Grade I Theory	Grade Senior VII Practical and Grade II Theory OR Grade III Theory	Grade Senior VIII Practical and Grade II Theory OR Grade IV Theory

McGill Conservatorium

Elementary Practical	Junior Practical and Junior Theory	Interm. Practical and Interm. Theory OR Senior Theory and T.C.M. Grade III History	Senior Practical and Interm. Theory OR Highest Grade Theory

Trinity College, London, England

Advanced Prep. Practical	Junior Practical and Advanced Junior Theory	Interm. Practical and Interm. Theory	Senior Practical and Advanced Interm. Theory

Royal Schools, London, England

Grade IV Practical	Grade IV Practical and Grade III Grammar of Music	Grade V Practical and Grade IV Grammar of Music	Grade VI Practical and Grade IV Grammar of Music

Being mailed on March 18
Sec Sc Prin 2 copies
Sec Sc Sec (complete) 1 copy

Copies delivered on Feb. 28 to JGA FSK. ASH CBB. CFC. HEA JBS

5 copies mailed to Miss Hodgins. 28/2/48

mailed 18/3/48

ONTARIO
DEPARTMENT OF EDUCATION

1947-48:25
2100

MEMORANDUM
TO
SECONDARY SCHOOL PRINCIPALS
SECRETARIES OF SECONDARY SCHOOL BOARDS

Re: Engagement of Unqualified Teachers

1. A school board which has employed during the present school year (1947-48) a teacher who does not hold a certificate of general teaching qualifications (i.e., a High School Assistant's certificate, Interim or Permanent, or a First Class certificate, Interim or Permanent) in accordance with the Regulations of the High Schools and Collegiate Institutes, or of the Continuation Schools, as the case may be, is required to endeavour to secure a teacher qualified for the position by advertising prior to May 15 in a newspaper having a Provincial circulation, unless the teacher concerned is able to complete his general teaching qualifications by September 1, 1948, and undertakes to do so.

2. A Board which has employed during the present school year a teacher who holds the necessary certificate of general teaching qualifications mentioned in Paragraph (1) above, but who does not hold the special certificate required by the Regulations for the teaching of a particular subject is not required to advertise the position if the teacher gives assurance that he will attend a summer course in 1948 to improve his standing or complete his qualifications for this special certificate.

3. A Board which is advertising for a new teacher is advised to mention the subjects which are to be assigned to the teacher.

4. Secretaries of Boards and Principals of schools are requested to urge teachers who are not fully qualified to take advantage of the summer courses to improve or complete qualifications.

5. If a Board is unable, after advertising at an adequate salary, to obtain a fully qualified teacher and an application is received from an unqualified teacher who appears to be suitable for the position, the Secretary of the Board should write without delay to the Department, stating that the position has been advertised, mentioning name of paper and date of issue, and that no applications from qualified teachers have been received, and should request a Letter of Permission to employ this teacher for the coming school year.

6. No Letters of Permission to replace general teacher qualifications in Secondary Schools will be issued until after June 1.

7. In case of doubt regarding the qualifications of an applicant for a position, the Secretary is advised to write to the Department for information before the teacher is engaged.

F. S. Rutherford
Deputy Minister

TORONTO, January 17, 1948.

1947-48:26
2100

ONTARIO

DEPARTMENT OF EDUCATION

To The Secretaries of Secondary School Boards
and Principals of Secondary Schools

Re Responsibility for Payment of Fees of Non-Resident Pupils

In order that all secondary school boards may know which board or county is responsible for the payment of the fees of pupils attending their schools from other secondary school districts or from a county outside a secondary school district, it is suggested that each board affected should prepare printed or mimeographed cards of Application for Enrolment, and that the principal be instructed to require every non-resident pupil to file such an application before granting admission to the school. A suggested form is attached.

Please note that the board of a high school district or grade A or B continuation school district in which a pupil is a resident pupil is required to pay his fees if he is legally entitled to attend your school. A pupil is legally entitled to attend your school from another secondary school district,-

(a) if your school is reasonably accessible to such pupil while the school in the district in which he resides is not thus accessible; or

(b) if your school provides for such pupil a course of study which is not offered in the school in his own district.

Mailed to [illegible] — 2 copies
Complete list [illegible] — 1 copy

[illegible]
2/3/48

A.G. Hooper
Superintendent of Secondary Education.

TORONTO 2, March 2nd, 1948.

....
Name of School

....
Date of Application

APPLICATION FOR ENROLMENT

of a pupil resident in another secondary school district or
in a county outside a secondary school district

Name of Pupil .... Age ....

Name of Parent or Guardian ....

....
Municipality of Residence   Street or Concession No.   Lot No.

If pupil's residence is situated in a secondary school district, state name of district* ....

If pupil's residence is not situated in a secondary school district, state name of county** ....

Course of Study .... In preparation for ....

1. Is the desired course given in any school of the district in which the pupil is a resident pupil? ....
2. Is this school more accessible to the pupil than any school in the district in which he is a resident pupil? ....

....
*Signature of Secretary of Pupil's Home Board   **Signatures of (a) Municipal Clerk

....
(b) County Clerk

1947-48: 27

1600

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM FOR PRINCIPALS OF SECONDARY SCHOOLS

Principals are requested to bring the following announcements to the attention of the teaching staffs:

I. National Wild Life Week -

In order to stimulate public interest in nature and in the importance of conserving wild life the Jack Miner Foundation has designated the period from April 10 to April 16, inclusive, as National Wild Life Week.

It is desirable that pupils in the secondary schools should understand the importance of wild life as a part of our national resources. This understanding will be promoted if during the period mentioned emphasis wherever possible is placed upon the teaching of those topics of the course of study which deal with wild life and also upon the discussion in the classrooms of wild life conservation in relation to good citizenship.

II. The Geographical Magazine of London, England -

Copies of the Geographical Magazine will be on display at the meetings of the Ontario Educational Association to be held at Toronto from March 29 to April 1. This magazine, which was established in 1935, has survived the difficulties of the war years and despite paper restrictions has reached a monthly circulation of 60,000. Its editorial comment is world-wide and the influence of environment is stressed in its treatment of geographic topics.

It is suggested to teachers of Social Studies and Science, as well as of other subjects, that they give consideration to the aid which this magazine may offer in their classroom work.

A.G. Hooper

Superintendent of Secondary Education.

TORONTO, March 11, 1948.

Mailed by Miss Helen Simpson
23-24/3/48

Each Sec Sch Prin. 2
Each Sec (Spec) 1

1947-48: 28
21st March, 1948

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Announcement of Ontario Athletic Training Camp

The Ontario Athletic Training Camp at Longford is to be operated by the Department of Education as an athletic leadership training centre for boys. The secondary school students selected will be given two weeks' practical training in the administration, officiating and coaching of team games, individual games and recreation. This training is designed to assist schools and communities in developing leaders.

Period of Operation

July 3rd to August 28th
4 two-week periods of training
120 trainees can be accommodated on each course

Selection of Secondary School Applicants

Each secondary school in the province will have an opportunity of selecting one representative. The representative student is to be selected by a committee consisting of the principal and the boys' physical education staff. In making this selection the committee will consider the following points:

a) academic standing; no candidate shall be considered eligible who secures an average of less than 55% on the year's work.

b) age; the candidate must have reached the age of fifteen years before July 1st, 1948.

c) seniority; the candidate must be a member of Grade XI or XII in regular attendance during the school year 1947-48.

d) leadership; the candidate must have exhibited leadership qualities for various school activities particularly in regard to the intramural athletic programme.

e) athletic ability; the candidate must have been a member of one representative school team during the school year 1947-48.

f) usefulness to his school; the candidate must sign a statement that he intends to return to school and be prepared to assist in a school programme during the school year 1948-49.

Date of Application

Principals are asked to make their selection and have their application filed with the Physical and Health Education Branch of the Department of Education not later than April 15th.

Objectives of the Training Course

1. To give leadership training with a practical application to school activities, and with particular emphasis on the athletic programme.

2. To train leaders to discharge the responsibility of officiating, coaching and training intramural groups.

3. To give leaders a sense of responsibility to their school and to their community.

Medical Certificates

Principals should forward a statement from a medical doctor to the effect that the pupil selected is physically fit for such a course.

Parents' Permission

Principals should forward a statement from the parent giving the pupil permission to attend such a course.

Transportation

1. Fare and 1/3 rates will be available to all students selected for this course.

2. No assistance will be given towards transportation where the return fare (excursion rates) amounts to less than $10.00 per pupil.

3. School boards will be reimbursed for transportation expenses (excursion rates) paid by them in excess of $10.00 per pupil.

Uniforms

Each school representative will be required to purchase the standard uniform which will be issued at the camp. This uniform will become the property of the individual and may be taken home with him. The fee for this uniform will be $4.00.

Detailed Information

As soon as the applicants have been chosen, more detailed information will be forwarded to the principals, and the applicants will be asked to state the dates of the camps which would be most suitable to them. In order that no student having the qualities listed above may be denied the opportunity of attending such a training course for financial reasons, it is hoped that local school boards and service clubs will give financial assistance where it is needed in view of the fact that this training will build up a reserve of leadership at the community level.

C A Brown

Acting Deputy Minister.

March 22nd, 1948.

1947-48:29
2100

ONTARIO DEPARTMENT OF EDUCATION

Prin. 2 copies
Sec. 1 copy
Being mailed by Miss Simpson week of April 5/

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Announcement of Camp Counsellor Training

Please notify your students that the Department of Education is conducting a camp training programme for potential counsellors during the months of July and August. The purpose of this programme is to provide a selected group of secondary school students with a practical training in basic camp activities such as swimming, boating, campcraft, nature lore, etc. The object is to qualify them to act as counsellors at a non-profit camp.

The training will be conducted at two centres:

Girls - Camp Belwood, Fergus, Ontario   Boys - Bark Lake Camp, Irondale

General Qualifications

1. Age: at least 15 years of age by July 1st, 1948.
2. Experience: previous camp experience desirable but not essential.
3. Leadership Qualities: a preference will be given to candidates who have exhibited leadership qualities in school, church and youth organizations.
4. Health: in good physical and mental health; able to pass a thorough medical examination.
5. Swimming Ability: able to swim at least 50 feet.
6. Sponsoring Organization: candidates recommended by an agency or organization sponsoring a non-profit camp will be given a preference.

Additional Information

1. Cost: (a) no cost will be made for food and lodging.
   (b) the cost of transportation will be paid by the counsellors.
   (c) a registration fee of $5.00 will be paid by successful candidates who will be notified when the fee is required.
2. Application Forms: pupils desiring additional forms or information should write directly to the Supervisor of Camping, Physical Education Branch, Dept. of Education, Toronto, not later than April 15th.
3. It should be clearly understood that the submission of an application places no obligation on the Department. All candidates accepted will be notified by May 15th, 1948.

The cooperation of the principal in publicizing this programme will be appreciated.

F. S. Rutherford
Deputy Minister.

April 2nd, 1948.

1947-48:30
2100

ONTARIO

DEPARTMENT OF EDUCATION

C.I. - 2
HS - 2
Voc - 2
CS - 3
Complete Sec Sc Bd 1
Dep Officials 1
[illegible] 1
mailed 13/4/48

MEMORANDUM to: Secondary School Principals
Secretaries of Secondary School Boards

Re Teachers who were qualified as Continuation School teachers in 1946-47 or 1947-48

The attention of Principals, Teachers and Secretaries of School Boards is drawn to the following rulings which will be included in the High School Regulations, at present under revision: ?

1. A teacher who was qualified during the school years 1946-47 or 1947-48 as an assistant under the Regulations respecting Continuation Schools, and taught as a regular member of the staff of a continuation school during either of such years, shall be qualified to teach in any high school in the Province of Ontario having a staff of three or fewer teachers.

2. A teacher who was qualified during the school years 1946-47 or 1947-48 as an assistant under the Regulations respecting Continuation Schools, and taught as a regular member of the staff of a continuation school during either of such years, shall, upon the absorption into a high school district of the area in which a continuation school was situated at the time he was teaching in such continuation school, be qualified to teach in any high school within the district.

F. S. Rutherford
Deputy Minister.

TORONTO, April 8, 1948.

Please return to C.A. Brown

1947-48:31
1900

Being mailed
April 23/48

ONTARIO DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Memorandum 1947-48:28 - March 22, 1948
ONTARIO ATHLETIC TRAINING CENTRE, LONGFORD

Extended Date of Application

Principals should forward the names of pupils selected in accordance with Memorandum 28 on or before May 3rd.

Cost of Training Course

Pupils selected will not be required to pay anything towards board and lodging.

Choice of Dates

Students are requested to state the dates on which they prefer to attend.

Many small high schools and continuation schools have not forwarded the name of a selected student. Students from small schools will derive the greatest benefit from this leadership training course. For additional information see Memorandum 1947-48:28.

Re Memorandum 1947-48:29 - April 2, 1948
CAMP COUNSELLOR TRAINING COURSES

Extended Date of Application

Principals should advise pupils interested in a camp training programme to submit their names to the Supervisor of Camping, Physical and Health Education Branch, Department of Education, on or before May 3rd.

Application Forms

Application forms will be forwarded to students who have forwarded their name to the Supervisor of Camping.

Length of Course

The courses will be of two weeks' duration.

For additional information see Memorandum 1947-48:29.

F.S. Rutherford
Deputy Minister.

April 19, 1948.

Being mailed april 23/48

1947-48:32
1900

ONTARIO

DEPARTMENT OF EDUCATION

To avoid confusion
with other numbered
circulars, requests
for additional copies
should show complete
number and title.

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Recent Ruling of Teachers and Inspectors Superannuation Commission

Re Interval Between Cessation of War Service and Resumption of Teaching Duty

The Teachers and Inspectors Superannuation Commission has asked that the following information be brought to the attention of principals and teachers:

"In the case of persons who were teachers prior to their war service (i.e. persons under Regulation 11 or 12 -- not Regulation 13), the new ruling will permit payment by the teacher, or by his school board on his behalf, for a period not exceeding three calendar months between the end of the month of cessation of war service, and the date of return to teaching duty.

If the teacher or his school board had already offered contributions in respect of this period and these contributions had been refused under the old ruling, the contribution is to be accepted now without additional interest.

This privilege will be of special benefit to the teacher who, after military discharge, attended university for more than one year before returning to teaching, under either his former board or a new board. Three months' credit may be obtained under the new ruling and one year of credit under Regulation 8 which provides for credit on behalf of leave of absence for study (provided, in this latter case, that contribution is made within one year of his return to teaching duty).

The Teachers' and Inspectors' Superannuation Commission is attempting, for each teacher affected by the new ruling, to bring the matter to the attention of both his school board and himself, but lest anyone might be overlooked, this announcement is being made in order that any such teacher may bring his case to the attention of the Commission.

Communications should be addressed to Mr. S. H. Henry, Secretary of the Superannuation Commission."

A.G.Hooper

Superintendent of Secondary Education

TORONTO, April 22nd, 1948.

ONTARIO

DEPARTMENT OF EDUCATION

1947-48:34
1900

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re: Dominion-Provincial Student-Aid Bursaries,
Type A and Type B, 1948-1949.

The attention of principals is directed to the following points regarding the Dominion-Provincial Student-Aid programme:

1. TYPE A BURSARIES: For the academic year 1948-1949, the designation "Scholarship" is replaced by "Type A Bursary". This change has been made because it is felt that the term "Bursary" is more appropriate to the purpose of the Student-Aid programme. The awards available are not intended solely for students of exceptional ability - they are intended for students, in financial need, whose academic record indicates that they have adequate ability to profit by further education. Obviously, applicants who display exceptional achievement at examinations will be in a more favourable position, but it must be understood that such applicants will also be rated on the basis of financial need.

2. SUBMITTING APPLICATIONS FOR TYPE A BURSARIES: It is emphasized that the completed applications and Principal's Confidential Reports are due at the Department on or before June 15th. No assurance can be given that applications received after this date will be considered.

3. UNIVERSITY TYPE B BURSARIES: Principals should point out to prospective applicants that University Type A Bursaries provide for attendance for one year only at a University or affiliated College. When a student desires the assistance to be continued in the second or any succeeding year of his course, he must make application through the University for a Type B Bursary each year that the assistance is required. The value of this latter Bursary, however,

NIGHT HIGH SCHOOLS

Procedure for Establishment

1. The approval of the Minister must be obtained prior to the establishment of a night high school by a board.
2. The board appoints the principal and such assistant teachers as may be necessary.
3. If the average attendance for the first term in any class drops below ten, the continuance of such class into the second term is subject to the approval of the Minister.
4. If the board desires to establish such classes, it should submit to the Department detailed information with respect to the subjects to be taught, the anticipated enrolment, the accommodation available, the weekly hours of instruction and the qualifications of the teachers, with a request that the plan be approved. Permission must be obtained to employ uncertificated teachers.
5. The subjects taught must be instructional and not merely recreational.

Administration

1. Night high schools are subject to the same regulations as day high schools in respect to management, discipline of the pupils, duties and qualifications of the teachers, and use of text books.
2. The school year of night high schools consists of two terms, beginning and ending on such dates and with such vacations as the board may determine, subject to the approval of the Minister.
3. The weekly number of sessions, the length of each session, and the school hours in night high schools are determined by the board, but each session must not exceed two and a half hours.

Admission

No pupil who attends a day high school may attend a night high school except with the approval of the principal of the day school. The regulations provide that this approval shall be given only in such special subjects as are not taken in the day school.

Courses

Night high school courses may be provided by the board on the report of the principal and approved by the Minister.

Grants

If night high school classes are established and conducted by the board in accordance with the regulations, and the Minister's approval has been first obtained, special grants are payable to the board concerned. It should be noted that these grants are based on the salaries of the night school teachers and that no other financial assistance is given by the Department. The special grants are as follows:

In municipalities with populations of 150,000 or over, one-sixth.
In municipalities with populations between 12,000 and 150,000, one-third.
In municipalities between 2,000 and 12,000, one-half.
In all other municipalities, two-thirds.

CONTINUATION SCHOOL NIGHT CLASSES

The provisions of the High School Regulations in respect to night schools, their establishment, courses and the admission of pupils apply to night schools established in continuation schools, so far as they are applicable.

Grants

The special grants payable to continuation school boards which provide night classes are also based on the total salaries of the night school staffs as follows:

In towns, one-half.
In villages and rural sections, two-thirds.

VOCATIONAL NIGHT CLASSES

Organization and Management

Subject to the regulations, the courses offered in vocational night schools, the salaries paid to teachers, and all other matters dealing with the organization and management of the courses are under the jurisdiction of the Advisory Vocational Committee of the local board.

Instruction Offered

Night school courses of instruction in vocational schools are planned to offer opportunities for education and training along vocational and related lines to men and women at every stage of their careers.

A school may offer any night school courses which the Advisory Committee and principal feel would be of benefit and help to the members of the community. No special standing is required for admission, as long as the principal feels the prospective student is competent to receive instruction in the class or classes which he desires to attend.

The vocational courses offered in night schools may cover a wide variety of practical subjects, including woodworking, plumbing, drafting, electricity, machine shop work, motor mechanics, dressmaking, cooking, handicrafts, art, shorthand, typing, bookkeeping, cosmetology, and home nursing.

The method of presenting lesson material to vocational night class students differs from that given to day school students in that as much preliminary and theoretical work as possible is avoided in the night classes in order to discourage absenteeism. As night school students in practical subjects have a tendency to lose interest if they do not see immediate results in their work, theory is taught incidentally at first until the student appreciates the value of such instruction in his work.

Grants

The salaries of vocational night school teachers are included with the day school salaries for grant purposes. The following percentages of the total salaries paid by the board to teachers of day and evening classes for the preceding school year are payable:

90% of the first $20,000,
80% of the next $20,000,
70% of the next $20,000, and
60% of any further amount.

GENERAL REMARKS

It should be noted that where a board has under its jurisdiction a composite (vocational-high) school, or has set up an Advisory Vocational Committee for evening classes, all night school classes (whether academic or vocational) must be conducted by the Advisory Committee and that grants will be paid under the Vocational Regulations. It is considered inadvisable to set up two organizations, one under the Vocational Regulations and another under the High School Regulations. Where there is no vocational school, and where no Advisory Vocational Committee has been set up for evening classes, the night school is conducted under the High School Regulations.

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

The Canadian Library Association wishes to publish a directory of school librarians in each Province. To assist them in doing so, will you kindly reply to the following questions and forward to me on this sheet the information requested as soon as possible.

1. Is the library in your school in the special charge of a member of your staff who is a qualified teacher?

   Yes.... No....

2. If so, give the name of this teacher..............................

3. Does this teacher give time to the work of the library:

   (a) As part of his duties during school hours? Yes.... No....

   (b) As part of his duties outside of school hours? Yes....No....

4. Mention (a) Any special library training which this teacher has had:

   (b) Any library certificates which this teacher holds.

5. Are the duties of this teacher wholly related to the library?

   Yes.... No....

If the following questions are applicable to your school, please answer them.

1. Is the library in your school in the special charge of a librarian who is not a qualified teacher? Yes.... No....

2. Give the name of this librarian..............................

3. What qualifications as a librarian does he hold?

4. Does the librarian give all (or part) of the school day to library work? Yes.... No....

A. G. Hooper

Superintendent of Secondary Education,
Department of Education,
Parliament Buildings,
Toronto 2, Ontario.

TORONTO, August 22nd, 1947.

mailed to Sec Sc + Priv. Sc principals
28/8/47
Balance given to Mr Hooper

mailed in Sept/47

[redacted]

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Grade XIII Commercial Courses.

Beginning in September, 1947, the following courses will be available for students in Grade XIII of High Schools of Commerce:

Mathematics of Investment
Accountancy Practice
Secretarial Practice

Printed outlines of the courses will be issued at an early date to principals of these schools and will be mailed to others on request. Question papers in these subjects will be included in the Upper School Examinations for June, 1948, and standing in each paper will count as one credit towards the requirements for

(a) Secondary School Honour Graduation Diploma,
(b) Entrance to Normal School,
(c) Matriculation into certain courses at Universities agreeing to accept these subjects.

Mathematics of Investment is an alternate course to Upper School Algebra as it contains a large proportion of the content of the course in Algebra. A candidate, therefore, cannot claim more than one credit for both subjects.

The prerequisite of the Course in Accountancy Practice is the Bookkeeping and Accountancy prescribed for the Accountancy Option of the Commercial Course in Grades XI and XII.

The prerequisite of the Course in Secretarial Practice is the Shorthand, Typewriting and Office Practice prescribed for the Secretarial Option of the Commercial Course in Grades XI and XII.

J. G. Althouse

Chief Director.

TORONTO, September 1st, 1947.

Mr. C.A. Brown
For your consideration
and further suggestions.
R.A.B.

18/8/47

ONTARIO
DEPARTMENT OF EDUCATION

H.E.A.
18/8/47

A.G.H.
19/8/47.

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

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(a) Secondary School Honour Graduation Diploma,
(b) Entrance to Normal School,
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I believe this is sufficiently clear
CAB →

Mathematics of Investment is an alternate course to Upper School Algebra as it contains a large proportion of the content of the course in Algebra. A candidate, therefore, cannot claim more than one credit for both subjects.

The prerequisite of the Course in Accountancy practice is the Bookkeeping and Accountancy prescribed for the Accountancy Option of the Commercial Course in Grades XI and XII.

The prerequisite of the Course in Secretarial Practice is the Shorthand, Typewriting and Office Practice prescribed for the Secretarial Option of the Commercial Course in Grades XI and XII.

Yours sincerely,

Chief Director

TORONTO, ~~August 18, 1947~~. September 1st, 1947.

ok.

Dr Althouse,

The attached memorandum is submitted for your approval.

CaR

19/8/47

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Guidance

The development of guidance work in the secondary schools has been encouraging. Most schools have provided services additional to the Group Work in Guidance or Occupations, or are making plans to provide themm. This development will be valuable if programmes are kept practical and follow the general principles outlined in Circular H. S. 21, "Guidance, General Statement, Course of Study for Occupations, Grade IX, and Suggestions for Course in Occupations, Grade XII."

The first step in providing a guidance programme in Ontario, as in other places, has been a course in "Occupations". In some schools this course has followed traditional class procedures so closely that to many students it has been only another subject-matter class. Teachers may become so much concerned with imparting information about specific occupations that they lose sight of the fact that the choice of an occupation is "an outcome" of the course, and not an "immediate objective". When the course becomes too standardized, it loses its appeal and the work is not effective.

In view of this tendency, it is deemed advisable to draw the following points to your attention:

The main purpose of the Courses in Occupations in Grade IX is to stimulate interest in the occupational and educational world through information about educational opportunities, and through a general picture of the Canadian occupational world so that the student may realize that there are hundreds of ways in which a living is made. This course also affords an opportunity for the development of proper attitudes and ideals.

Guidance time should not be used, in any circumstances, for the dissemination of personal opinions or the recruitment of pupils for any type of education or occupation.

Assignments in Occupations in Grade IX should be kept to a minimum. The practice of giving assignments which require pupils to interview individuals outside the school has in some cases caused annoyance. In other cases, the assignment has been of such nature that it has become an assignment for the parents. While it is recognized that it is necessary to aid the student in obtaining adequate and accurate information about schools, courses, hobbies, and occupations so that he may know how and where to obtain desired information, principals and teachers should make certain that this work does not cause annoyance to anyone.

On the other hand, pupils can gain valuable information and experience through interviewing men and women who are successful in various occupations, if such interviews are carefully arranged through the principal and teacher-counsellors.

Students may be encouraged to contribute clippings, pictures, and other readily accessible information on occupations for the school files. They may also be asked to write essays on occupations in which they are interested under such headings as "An Occupation In Which I Am Interested" and "Why I Would Choose ..... as an Occupation". Pupils should not be asked to make reports on the occupations of their parents unless the teacher is assured that they may do so with the full approval of the parents and without giving offence or divulging confidential information.

The course in Occupations does not lend itself to formal examinations. An important purpose of guidance is to awaken the individual to a sense of responsibility and a realization that through persistent study of himself and the educational and occupational worlds, he can improve his chances of success. Progress in this direction cannot be measured. For this reason, it is impossible to test pupils in guidance.

While it is strongly recommended that no marks or grades in Occupations be placed on school records or reports to parents, it is reasonable to expect that teachers of the classes in Occupations may wish to evaluate class exercises, notebooks and simple assignments.

H. R. Beattie
Director of Guidance. (Per R.M.)

TORONTO, AUGUST 1, 1947.

mailed 28/8/47

ONTARIO

DEPARTMENT OF EDUCATION

To Principals and Secretaries
Continuation Schools, High Schools and Vocational Schools
and
County Clerks

In the session of the Legislature held in November, 1947, The High Schools Amendment Act, 1947 (No. 2) was passed amending The High Schools Act in two important respects.

1. Clause (b) of subsection (1) of section 36 of The High Schools Act, as re-enacted by subsection (1) of section 7 of The School Law Amendment Act, 1943, was amended by striking out the words "but excluding those made for permanent improvements to high schools and continuation schools".

   Prior to the new grant scheme which came into effect in 1945, the grants for permanent improvements to high schools and continuation schools were special grants to encourage the introduction of General Shop Work and Home Economics as part of the curriculum. There were no general legislative grants to these schools for permanent improvements (buildings and new equipment) similar to those provided for vocational schools. The Act therefore provided that in determining the cost of education of county pupils, the grants for permanent improvements to vocational schools should be deducted, but that the minor special grants to high schools and continuation schools should not be deducted.

   In view of the inclusion in the new grant scheme of general legislative grants for permanent improvements to high schools and continuation schools, it became necessary to amend the Act to ensure that such grants would be deducted before charging the county for the cost of education of county pupils. The amendment makes it clear that all legislative grants must be deducted before charging the county, the exclusion above referred to in respect of grants for permanent improvements to high schools and continuation schools having been removed.

2. Sections 42 and 43 of The High Schools Act were amended changing the method of levying taxes for high school purposes.

Under previous legislation, all the budget requirements of a high school board were raised by the municipalities in the high school district by a uniform rate over the whole district and paid to the board. No part of the levy was required to be paid to the municipality in the district which issued high school debentures in order to meet the annual debenture charges thereon. Provision has now been made to cover this situation. The effect of the amendment will be that the sums required by the school board for maintenance and authorized capital expenditures payable out of current revenue will be raised proportionately by the municipalities in the district on the basis of equalized assessment and paid to the board, while the sums required for debentures will be raised in the same way but paid to the municipality which issued the debentures.

Where in any year the receipts of a board from all sources, including legislative grants, result in a surplus, the board must pay to the municipality which issued debentures on behalf of the high school district the amount of the surplus up to but not exceeding the amount due the following year for principal and interest on the debentures, and it is expressly provided that the amount for which each municipality in the district shall be liable the following year in respect of the principal and interest shall be reduced accordingly. The Act is made effective on and after the 31st day of December, 1947, in order that surpluses of 1947, if any, may be applied against debentures in 1948.

Formerly, all capital expenditures out of current revenue required the approval of the Ontario Municipal Board. Under the new legislation, capital expenditures out of current revenue may be made in the calendar year 1948 up to a maximum of $5,000 without obtaining the authority of the Ontario Municipal Board.

A.G. Hooper

Superintendent of Secondary Education.

TORONTO 2, December 1st, 1947.

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Guidance

It is fundamental that principals and teachers recognize that guidance is a service. While the incidental guidance work which should be a feature of every school provides a service for pupils, (and in most cases indirectly for their parents), the establishment of some form of organization for guidance should strengthen the service which is provided for pupils and their parents, and also provide assistance to principals and teachers in the performance of their respective duties.

While there are still a few people who consider education and guidance as separate and distinct, there are also a few who would make guidance and education synonymous terms. Education deals with the entire scope of human development, while guidance is that branch of education which is directed towards helping the individual to make choices and adjustments, whether that assistance is given by a principal or a teacher in the discharge of his duties, or by a counsellor specifically designated to do guidance work. There are situations in education where the elements of choice and adjustment are present, and there are situations in which they are not. Only in the former case can it be said that guidance enters the picture. However, in such situations it is evident that guidance is so closely related to education that it is extremely difficult to draw boundaries for what might be termed the functions of guidance. While it might appear that there would be overlapping, it is really a case where two or more people join forces in order to assist some pupil to meet his own particular problem.

Within the school, the principal is responsible for the organization of the guidance programme. While this responsibility must always rest with the principal, it is expected that he will delegate as much responsibility as he deems advisable. The size, organization, type, and staff of the school should be factors to be considered in determining the extent to which guidance duties are assigned to others by the principal. No line of demarcation can be set, as the success of any guidance programme will depend, to some measure, upon the extent to which principals, directors of guidance, teacher-counsellors and teachers work together in a programme which aims to help the individual to develop the ability to make wise choices, adjustments, and interpretations.

The child has no innate powers that will enable him to select the best road. He must build to the greatest possible degree the ability to choose his own way, even though the increasing complexity of modern society has created situations that are beyond the ability of the average individual to meet without assistance. The purpose of guidance is to develop the ability of each individual to make his own decisions. It is recognized that this must be a gradual process and involves placing upon each pupil only as much responsibility at any time as he can assume with a reasonable chance of success. Guidance must [illegible] resort to prescription, but must foster progressive self-direction.

It is necessary for principals and teachers to point out to students that society determines and maintains certain qualifications for definite types of occupations and excludes all who do not have these qualifications. Thus, to some extent, guidance does involve negative prescription, but on the whole, the purpose of guidance is positive as it aims to build up the ability to guide one's self.

H. R. Beattie
Director of Guidance

0 2,
er 6, 1947.

H. R. Beattie
Director of Guidance

'O 2,
ber 6, 1947.

12,000, May, 1947—B-577
FORM 94

ONTARIO
DEPARTMENT OF EDUCATION

SCHOOL YEAR AND HOLIDAYS
1947-1948

PROVISIONS OF THE SCHOOL ACTS

The school year shall consist of two terms, the first of which shall begin on the first Tuesday of September following Labour Day and shall end on the 22nd day of December, and the second of which shall begin on the 3rd day of January and end on the 29th day of June.

When the 3rd day of January is a Friday, the schools shall not be opened until the following Monday, and when the 29th day of June or the 22nd day of December is a Monday, the schools shall be closed on the preceding Friday.

Every Saturday, every public holiday, the 24th day of May, the 11th day of November, the day appointed annually to be celebrated officially as the birthday of the reigning sovereign, the week following Easter Day, and every day proclaimed a holiday by the authorities of the municipality in which the teacher is engaged and every day upon which a school is closed under the provisions of *The Public Health Act* or the regulations of the Department, shall be a school holiday.

HOLIDAYS

2. The following are the holidays in the schools during the school year 1947-48:

(1) Thanksgiving Day.
(2) Remembrance Day — November 11th.
(3) December 20th - 31st (both days included) — part of Christmas vacation.
(4) The first four days of January — part of Christmas vacation.
(5) Easter holidays — March 26th - April 4th — both days included.
(6) Victoria Day — May 24th.
(7) The Anniversary of the King's Birthday.
(8) Summer vacation — June 30th - September 6th, both days included.

DATES OF OPENING AND CLOSING OF SCHOOLS

3. The following are the dates of the opening and closing of the High, Continuation, Public and Separate Schools:

Open	September 2nd	Close	December 19th
Reopen	January 5th	Close	March 25th
Reopen	April 5th	Close	June 29th

NUMBER OF TEACHING DAYS

4. In the High, Continuation, Public and Separate Schools, the number of teaching days is as follows:

September	21	January	20
October	23	February	20
November	19	March	19
December	15	April	20
		May	20
	78	June	21
			120
		Total	198

P.S.: As the exact dates of the Anniversary of the King's Birthday and Thanksgiving Day have not yet been proclaimed, the deduction has not been made from the above. The total number of teaching days for the academic year will be 196.

Number of teaching days for *calendar year* 1947 — 195; for *calendar year* 1948 — 194.

NOTE:—Please place this form in your Register.

(Please turn over)

Mailed 28/8/47

For June, 1948

ONTARIO

NOTICE TO PRINCIPALS

In order to obtain uniformity in the system of attendance recording during the period of the Departmental Examinations in June and to enable Boards to earn their full attendance grant, teachers are asked to comply with the following instructions.

Elementary Schools

In all schools and class rooms not in use for the writing of the High School Entrance examinations, the teaching sessions and the recording of attendance shall continue till June 29th, 1948, as required by the Statutes.

In all schools and class rooms in actual use for the writing of the High School Entrance examinations, attendance shall be recorded for all classes to the end of June 29th, 1948. This includes the Entrance class itself.

Pupils who have been granted Entrance Certificates on the recommendation of the Principal may be permitted to retire from school one week before the beginning of the Entrance Examinations. Attendance shall be credited to them to the end of the month.

Secondary Schools

(1) All Secondary schools with no candidates for the Upper School examinations will continue in session till the statutory date of closing, viz., June 29th, 1948.

(2) Principals of Secondary schools having candidates for the Upper School examinations will carry on the sessions of the lower grades as the exigencies of accommodation and teaching adjustments demand. In such cases, attendance shall be recorded to June 29th, 1948. Credit may also be given for the attendance of those pupils writing on the Upper School examinations.

(3) In all Secondary schools where grades may have been dismissed to accommodate the High School Entrance examinations, credit for attendance of those grades may be given until June 29th, 1948.

(4) If for any lawful reason the school year varies for different rooms in a school, the average number of teaching days for the entire school shall be derived as in the following example,—

In the case of a ten-roomed school with four rooms in session for 196 days and six rooms for 186 days, the calculation would be,—

4 rooms for 196 days = 1 room for 784 days
6 " " 186 " = 1 " " 1116 "

10 " " 190 " = 1 " " 1900 "

Average number of days, 190.

Toronto, June 1st, 1947.

(Please turn over)

ONTARIO

DEPARTMENT OF EDUCATION

Memorandum to Principals and Secretaries of Continuation Schools

Re School Records of Dissolved Continuation Schools

In connection with the enlargement of high school districts, continuation school areas are from time to time absorbed as part of a high school district and the continuation school becomes dissolved. The distribution of assets and liabilities of the continuation school board was provided for by an amendment to The Continuation Schools Act in 1946, but inquiries have reached the Department as to the disposition of the school records.

The decision has been made to ask the secretary of the public school board or of the separate school board in which the continuation school was located to take over these school records and collaborate with the public and this Department in replying to any inquiries regarding them.

This notice is being sent to all continuation school board secretaries, so that each one may be apprised of the Department's request in the event of the continuation school becoming dissolved. Please bring this Memorandum to the attention of the Secretary of the Public or Separate School Board concerned.

A G Hooper

Superintendent of Secondary Education.

TORONTO 2, September 2, 1947

mailed to all CS Princ
CS Sec.
P+Sep Sc Insp
about 13/9/47

Proposed content of two one-year, LATIN PROSE SELECTIONS
FOR GRADE XI and LATIN POETRY [illegible]

CYCLE ONE

Prose: Caesar, Gallic War, Book I, selections from chapters 1, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 24, 25, 31, 32, 33, 36, 37, 38, 39, [illegible]

Cicero, Fourth Verrine Oration, selections from sections 1, 2, 3, 4, 5, 7, 29, 51, 52, 54, 60, 61, 62, 63, 64, 65, 66, 67, 74, 75, 115, 117, 118, 119, 120, 121, 122, 123, 124, 132, [illegible]

Poetry: Catullus, poems 2, 3, 5, 49, 92, 101 (59 lines)

Horace, Odes I: 1, 4, 9, 11, 22; II: 3, 10, 14; III: [illegible]; Satire I, 9 [illegible]

Vergil, Aeneid Book I: [illegible]

- - - - - -

The following suggestions are made for the interval until the Latin books are ready:

1. At the opening of school, the teacher might begin the course in Latin syntax and composition as contained in Circular C.S. 22, [illegible] February, 1959, making full use of the basic Latin vocabulary listed in the circular, and postponing the writing of sentences based directly on the content of the readings again.

2. The teacher might begin the study of the Book of Latin Poetry selections as soon as this book is available, taking the poems of Catullus and Horace in the order in which they appear in the text. When the Book of Latin Prose selections is ready, the teacher may then follow any order he considers desirable.

ONTARIO
DEPARTMENT OF EDUCATION

TO INSPECTORS, PRINCIPALS AND TEACHERS OF ONTARIO SCHOOLS

Re Traffic Accidents to children

The Department of Highways and the Department of Education are co-operating in a special effort to reduce traffic accidents to school children. You will recall that in June, each teacher was asked to emphasize with his class, the need for safety precautions during the summer vacation. The response to this request was very encouraging.

In a letter of thanks to the Department of Education, Mr. Doucett says:

> "On behalf of the Department of Highways, and myself personally, I wish to express sincere thanks to the teachers and the Department of Education officials.
>
> "In July, 1937, ten children (in the age group of 5 to 14) were killed in traffic accidents; in July, 1946, 14; while our preliminary figures for July, 1947, show the toll reduced to 5. While this single statistic is no ground for complacency, it is a hopeful sign that Ontario is making progress in the battle against traffic accidents".

Mr. Doucett adds:

> "The Fall months are, as a rule, Ontario's worst period for traffic accidents involving children of pre-school and school age. Last year the death and injury toll among 5 to 14 year old children was greater in September, October and November than in any other months of the year. In September particularly, the volume of traffic remains large on rural roads and highways and in cities and towns".
>
> "I should be very much obliged if the teachers throughout the Province would open their classes with a traffic safety message, just as in June, when they emphasized safety before dismissing their pupils for the summer holidays".

Early in September, each teacher is requested to bring to the attention of his class the need for safety precautions. The following points should be emphasized.

1. Make plans for the safety of younger children who are coming to school for the first time; older children can help with this.
2. Point out the safest routes to and from school for each child, emphasizing the importance of the following:

   Walk only on the sidewalk, or on the left side of the road where there is no sidewalk;

   Look both ways before crossing or even stepping onto any street;

   Cross only at intersections and walk straight across at an even speed.
3. Point out safe places to play, removed from roads or streets carrying traffic.
4. Stress the danger of running out into the street from behind parked cars or other obstacles.
5. Emphasize safe use of bicycles by all children; the bicyclist must obey all the rules of the road.

FS Rutherford

F. S. RUTHERFORD,
Deputy Minister of Education.

TORONTO, August 21, 1947

mailed 28/8/47

Circular 23 N.S. (a)
5,000 - Sept., 1947

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM

— RE —

ADMISSION TO NORMAL SCHOOLS IN SEPTEMBER, 1948

The Minister of Education announces that because of the scarcity of qualified teachers in the public and separate schools, the provisions of Circular 23 N.S., printed in August, 1946, have been amended as follows:

ADMISSION TO NORMAL SCHOOLS IN SEPTEMBER, 1948

(a) To the course leading to an Interim First Class Certificate.

An applicant who holds standing in any eight Upper School (Grade XIII) papers will be admitted to this course.

(b) To the course leading to a Deferred Interim First Class Certificate.

An applicant who is at least seventeen years of age and who holds standing in any five Upper School (Grade XIII) papers will be admitted to this course.

Upon successful completion of the course, which is the same as the course referred to in (a) above, the candidate will be granted a Deferred Interim First Class Certificate. This Certificate will be changed to a regular Interim First Class Certificate upon submission of evidence of standing in any eight Upper School (Grade XIII) papers.

Application forms for admission to either of the above-mentioned courses may be obtained from the Deputy Minister, Department of Education, Parliament Buildings, Toronto, after August 1st, 1948.

NOTE

Before final admission to the Normal School session, each applicant is required to pass a physical examination conducted by a medical examiner appointed by the Minister of Education. The medical examination, for which a fee of $2.00 will be paid by the applicant, will be given at the Normal School on the opening days of the session.

H. E. AMOSS
Superintendent of Professional Training.

Toronto, Sept. 2, 1947.

mailed out 13/9/47

1948-49.

Please address any reply to
"The Deputy Minister, Department of Education, Toronto,"
quoting also date.

(Form 50A—100,000 Aug. 1929)

ONTARIO
DEPARTMENT OF EDUCATION

UNIVERSITY OF TORONTO
University Extension

To The Members of the Staffs
of the
Secondary Schools of Ontario

NOTE: If you are a specialist in one of the recognized academic teaching departments, this circular will not interest you personally but it may interest some graduate of your acquaintance, in the secondary or in the elementary schools. If so, will you kindly pass it on.

For ten years the University of Toronto conducted summer courses in honour subjects for graduates who wished to become specialists and a good many teachers reached their objective by means of these courses; but the attendance finally decreased to such an extent that the authorities were obliged to discontinue this service.

A year ago the Ontario Secondary School Teachers' Federation asked the University whether specialist courses might again be arranged. The University authorities were willing to comply with this request but the number of applicants was too small to justify another experiment. The requirements for specialist standing in the various academic departments are set out in a pamphlet which is available, on request, in the Registrar's Office, Simcoe Hall.

Now the University of Toronto, through the Department of University Extension, is once again offering these special facilities provided that there is a reasonable response from teachers. In order to arrange for staff, the enrolment should be definitely known on or before April 15th, 1948.

If you are interested, kindly use the attached application form. Letters of enquiry will be promptly answered.

W. J. DUNLOP,
Director.

University of Toronto,
University Extension,
February 20, 1948.

Univ. received 78 applications.
On May 12th, Dr Dunlop notified Dr Althouse that the Council of the Faculty of Arts turned down the proposal. So - no course.

UNIVERSITY OF TORONTO
University Extension

APPLICATION FOR SUMMER SCHOOL COURSES LEADING TO SPECIALIST STANDING

Applications must reach this office on or before April 15th, 1948.

Subject to the provisions outlined below, I apply for admission to a summer course leading to the academic standing for specialist certification. I understand that:

1. Such academic standing will require not more than five summers' attendance, each of approximately six weeks' duration;
2. The student taking such courses will be required to do such work by correspondence throughout the year as may be required by the University;
3. Tuition fees will be approximately $80.00 per Summer Session, more or less, plus necessary laboratory fees;
4. Applicants signing this application form are prepared to prepay their fee when called upon so to do by the University;
5. The course given in any one Summer Session may not be repeated for approximately five years;
6. A student who fails in any summer course cannot proceed with succeeding summer courses;
7. The establishing of such courses by the University will depend upon the number of applicants in each course;

Mark on the following list of specialist departments your first choice (1), and your second choice (2) if there be such:

N.B. Do not choose a department in which you do not hold standing in the Grade XIII subjects required for admission.

Classics ....

English and French ....

History ....

English and Latin ....

French and German ....

English ....

Mathematics ....

Latin and French ....

Mathematics and Physics ....

Home Economics ....

Science:

- Physics and Chemistry ....
- Physics and Biology ....
- Chemistry and Biology ....

Signed ....

School ....

Indicate your present qualifications below:

Degree .... Where obtained .... Course ....

List subjects (by years) taken in University:

....

....

....

Kindly mail this application form to the Director, University Extension, Simcoe Hall, University of Toronto, Toronto 5, Ontario.

Sent by Mr. L. S. Beattie
to Principals of Voc-Schools.
C. I & HS having
Commercial Courses
leading to Com Diploma
to Secretaries of above +
I gave to Dept officials
concerned.
6/2/48

Exam. Circular 40
250 - February, 1948

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

To Principals of Vocational Schools Which Offer a Four-Year Course in Any Department

The Principals of certain Vocational Schools have, with the approval of the local school authority, adopted a practice of placing, during the latter part of the school year, pupils of the fourth year in positions in offices and in industries for which they have been specifically trained.

The positions chosen are such that the pupils meet in actual practice conditions which they have been taught to face during their school work. While at work these pupils are kept under supervision and may seek and obtain advice from the school whenever it is needed.

In the belief that the practice, if properly carried out, tends to link the Vocational Schools more closely with the work in business offices and industrial plants, the Minister has ruled that Ontario Secondary School Graduation Diplomas may be granted to such pupils of Vocational Schools provided that

(a) they are recommended by their Principals to be well above average on their term work and tests,

(b) they are not released from school for such practical experience earlier than May 1st of their fourth year, and

(c) the Principals obtain favourable reports on the work of these pupils from their employers.

F. S. Rutherford
Deputy Minister of Education.

TORONTO, February 10th, 1948

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

for

SECONDARY SCHOOL PRINCIPALS

and

PUBLIC AND SEPARATE SCHOOL INSPECTORS

Withdrawal of permission for school teachers to vote at advance polls

Province of Ontario General Election

On May 18th a Memorandum from this office informed you that permission to use the advance polls had been extended to teachers who would be absent from their ordinary places of residence on polling day.

The Chief Election Officer now advises me that circumstances have arisen which make it necessary for him to cancel that permission. Teachers will not be able to use the advance polls.

Secondary School Principals are asked to bring this information to the attention of the members of their staffs, at once.

Public and Separate School Inspectors are asked to notify their teachers, immediately, of the cancellation of the permission granted at the earlier date.

J.G. Althouse

Chief Director.

TORONTO, May 28th, 1948.

Sent to Prin Sec SC
Spec Inst Elem Secondary
" " Sec "
R C Sep Sc Insp
Federations
Toronto SC
Normal Sc
Supt [illegible]

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM FOR SECONDARY SCHOOL PRINCIPALS
PUBLIC AND SEPARATE SCHOOL INSPECTORS

Re Voting at Advance Polls, Province of Ontario General Election

1. The following is an extract from a "Direction to Returning Officers" signed by Major Alex C. Lewis, Chief Election Officer:

> "The following persons shall be permitted to vote at advance polls in addition to those classes of voters named in Section 88 of The Election Act, R.S.O.,1937, Chapter 8:-
>
> School teachers who will be absent from their ordinary places of residence on polling day as the result of that day being a school holiday may vote, if their names are on the voters' lists for the appropriate electoral district, on producing to the deputy returning officer a certificate signed by the principal of the school in which they are employed or chairman of the school board by which they are employed, certifying to their employment and on making the declaration, Section 88 (6) properly amended."

. . . .

2. It is understood that Returning Officers have received copies of the declaration referred to in (1) above.

3. Secondary School Principals are asked to bring this information to the attention of the members of their staffs.

4. Public and Separate School Inspectors are asked to notify their teachers, by means of a circular, of the provision for Advance Polls for teachers.

5. In order that there may be no misunderstanding, attention is drawn to the fact that June 7th, the day proclaimed as the anniversary of the King's Birthday, is a school holiday.

J. G. Althouse

Chief Director.

TORONTO, May 18th, 1948.

DEPARTMENT OF EDUCATION

[illegible]

[illegible]

1. [illegible]

[illegible] Chapter 14.

[illegible]

. . . .

2. [illegible]

[illegible]

3. [illegible]

4. [illegible]

Chief Director.

[illegible]

ONTARIO

DEPARTMENT OF EDUCATION

TORONTO 2, April 15, 1948.

MEMORANDUM TO:
Public & Separate School Inspectors.

Re: 1948 General Legislative Grants
First Instalment

This memorandum is to advise you that the cheques for this instalment are being mailed direct to the boards by the Treasury Department in the course of the next few days. The amount of the advance in most cases is approximately 50% of the net amount paid in 1947.

HHWalker

HHW/JES

H. H. Walker,
Chief Accountant.

NOTE: The reserve supply of Form S42 (Report on Teachers' Salaries) is exhausted. It would be appreciated if any inspector who holds several of these forms would return a number of them to the Statistics Branch as soon as possible.

ONTARIO

DEPARTMENT OF EDUCATION

INSTRUCTIONS TO PUBLIC AND SEPARATE SCHOOL INSPECTORS
re
GENERAL LEGISLATIVE GRANTS
1948

"Amendment No. 1"

The above instructions are amended by deleting subclause (ii) of clause (d) of paragraph 25 and substituting in place thereof the following:

> "(ii) receipts of amounts withdrawn (including interest) from a reserve fund created under authority of section 316a of The Municipal Act or of section 89a of The Public Schools Act;"

Explanatory Note

The effect of this amendment is that interest earned by a reserve fund becomes a non-deductible receipt for grant purposes.

C. F. Cannon

Superintendent of Elementary Education,

Walker

Chief Accountant.

Toronto 2,
April 15, 1948.

1948-49:1
1600

MEMORANDUM
TO SECONDARY SCHOOL PRINCIPALS

ONTARIO

DEPARTMENT OF EDUCATION

1. (a) The plan which was followed last year of numbering memoranda sent to the schools and putting them on holed paper of letter size will be continued this year. Will you kindly bring the information contained in these memoranda to the attention of all teachers concerned. You should retain each year's circulars for reference as occasionally it may be necessary to refer to one of a previous year. (This circular, as noted above, is numbered 1948-49:1.)

   (b) Some memoranda will be sent out by the Directors of certain subjects. These will serve as teaching aids and will bear no number. They should be passed to the head teacher of the Department concerned.

2. For 1948-49 there will be no reductions in the courses of study as printed with the exception of Grade XIII History. This reduction is announced in both Circular H.S.1 and Circular H.S.1B.

3. Re Physical and Health Education and Citizenship Corps Training.

Circular H.S.1B "General Statement re Courses of Study, Grades IX to XIII, 1948-49" refers to the 1948 edition of Circular H.S.5. It has now been decided not to reprint Circular H.S.5 in 1948. Accordingly, all teachers should use the 1946 edition of Circular H.S.5 and the mimeographed outline "Physical and Health Education and Citizenship Corps Training", dated June 1st, 1948.

Memoranda #5 and #7 of 1947-48 dated, respectively, August 26, 1947, and September 15, 1947, are hereby cancelled.

4. Re Grade XIII Commercial Course.

Candidates from High Schools of Commerce who secure standing at the Departmental examinations set on the Grade XIII Commercial Course may obtain credit as follows:--

(a) For the Secondary School Honour Graduation Diploma:
  (i) Mathematics of Investment in lieu of Algebra...one credit;
  (ii) Accountancy Practice or Secretarial Practice...one credit.

(b) For Entrance to the Normal Schools:
  Mathematics of Investment in lieu of Algebra.

(c) For admission to certain courses at Universities that agree to accept these subjects. Principals of High Schools of Commerce should consult the Registrar of the University concerned as to credits allowed.

A. G. Hooper

TORONTO, September 7th, 1948.

Superintendent of Secondary Education.

1948-49:2
1600 - August, 1948

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Admission of Pupils from Other Provinces

With particular reference to the General Course
of the Middle School (Grades XI amd XII)

The following information is provided to assist principals when admitting pupils from other provinces: (Principals are urged to note particularly the distinction between the requirements for a Departmental Certificate and those for a Secondary School Graduation Diploma in the case of a pupil who holds Junior Matriculation standing in certain subjects from another province.)

A. General Statements

1. In the case of an applicant for admission to Grade IX, the Secondary School Principal and the Public School Inspector recommend to the Minister that he be admitted. (Section 50 of the High Schools Act as re-enacted by The High Schools Amendment Act, 1947.)

2. In the case of an applicant for admission to Grade X, XI, XII or XIII the Secondary School Principal, in the light of the information given below, admits him to the proper grade. Note that it is not necessary for the principal to obtain the Minister's approval. (Section 50 of The High Schools Act as re-enacted by The High Schools Amendment Act, 1947.)

3. An Ontario Middle School (Grades XI and XII) certificate in a subject can be granted only where the candidate takes the Ontario principal's final test in that subject at the end of the school year and is recommended by the principal for the certificate.

4. The Ontario Secondary School Graduation Diploma can be granted only where the candidate,-

   (a) spends at least the Grade XII year in the day classes of an Ontario secondary school, and

   (b) obtains Ontario Middle School (Grades XI and XII) standing in every subject required for the Diploma, except as noted below. #

# Note: If the candidate holds Junior Matriculation standing from another province in one of Physical Science, Physics or Chemistry, he need take only the one science subject which he needs, (Physics or Chemistry or Agricultural Science,) which is being taught in Grade XI or Grade XII, to meet the Science requirements for the Secondary School Graduation Diploma.

If he holds Junior Matriculation standing from another province in Mathematics, he need take only the one mathematics subject which he needs (Algebra or Geometry) which is being taught in Grade XI or Grade XII to meet the Mathematics requirements for the Diploma.

If he holds Junior Matriculation standing from another province in History, he need take only the one history subject which he needs (Ancient and Medieval History or Modern History) which is being taught in Grade XI or Grade XII to meet the History requirements for the Diploma.

B. Educational Standing equivalent to the Ontario Secondary School Graduation Diploma

Universities.

The calendars of the Ontario universities indicate that the following certificates, recognized as equivalent to the Ontario Secondary School Graduation Diploma (of the General Course) may be accepted insofar as they meet the admission requirements of the university concerned:

Alberta	Junior Matriculation (Grade XI).
British Columbia	Junior Matriculation (Grade XII).
Manitoba	Grade XI.
New Brunswick	Junior Matriculation.
Newfoundland	Associate (Junior).
Nova Scotia	Grade XI (average 60, minimum 50).
Ontario	Ontario Secondary School Graduation Diploma.
Prince Edward Island.	First Class License or Second Year Certificate from Prince of Wales College.
Quebec	The Quebec High School Leaving. McGill Junior Matriculation. McGill Junior School Certificate.
Saskatchewan	Grade XI.

Normal Schools.

The equivalent certificates listed above will be accepted by the Ontario Department of Education as meeting admission requirements for Normal School on the Middle School (Grades XI and XII) level, provided that the applicant has standing in English, Mathematics, History and Science.

C. Suggested Procedure

1. Case I.

If an applicant for admission claims to have full Junior Matriculation standing from another province,-

(a) the principal should satisfy himself, either by a close examination of the certificate presented, or by correspondence with the Registrar of the Department of Education of the other province, that such is the case;

(b) the principal should obtain assurance from the Registrar of the Ontario university that the pupil hopes to enter, that his present standing meets the Middle School (Grades XI and XII) admission requirements for the course he wishes to follow;

(c) if (a) and (b) present no difficulties, the pupil may be admitted to Grade XIII.

If the pupil has not sufficient background in one or more subjects of Grade XIII which he finds it necessary to take, special arrangements should be made, if possible, for him to take some of the Grade XII work in these subjects along with the work of Grade XIII.

2. Case II

If an applicant for admission claims to have Junior Matriculation standing from another province in some, but not all, of the subjects required for the Secondary School Graduation Diploma,-

(a) the principal should satisfy himself, either by close examination of the certificate presented or by correspondence with the Registrar of the Department of Education of the other province, regarding the subjects in which the pupil claims to have Junior Matriculation standing;

(b) the principal may then admit the applicant to Grade XII for the additional subject or subjects required for full Middle School (Grades XI and XII) standing.

This pupil may, if the circumstances warrant, be recommended for a Middle School (Grades XI and XII) certificate in one or more subjects in June, including any subjects in which he already holds standing from another province, provided that he passes the principal's final test at the end of the school year in each subject for which actual Departmental standing is desired. That is, the holder of Junior Matriculation standing in a subject from another province must write an Ontario final test if he wishes to obtain an Ontario Departmental certificate in that subject.

This pupil may eventually present to the Registrar of a University his certificates from another province, covering some subjects, and his Ontario Middle School (Grades XI and XII) certificates covering the other subjects of the General Course of Grades XI and XII.

If he attends for the year, taking mainly Grade XII subjects, and passes the principal's final test in all the subjects required for the Secondary School Graduation Diploma, except as provided in Section A,4, he may be recommended for the Diploma.

3. Case III

If an applicant from another province has the equivalent of Ontario Grade XI standing in one or more subjects, but has not Junior Matriculation standing in his own province in any subjects, he may, if the principal deems it advisable, be recommended for admission to Grade XII, and will then proceed in the regular way toward Middle School (Grades XI and XII) standing, and the Secondary School Graduation Diploma.

To obtain the Diploma, it will be necessary for him to pass the principal's final tests in all the required subjects.

D. The Secondary School Honour Graduation Diploma

This Diploma is granted only to a candidate who holds Ontario Upper School (Grade XIII) standing in 8 of the optional subjects or in 7 optional subjects plus Royal Conservatory of Music of Toronto certificates for Grade VIII Practical and Grade II Theory (or equivalent certificates), as set forth in Circular 1947-48:24.

- - - - - - - - - -

Cases which present special difficulties should be referred to the Registrar of this Department.

J.G. Althouse

Chief Director.

TORONTO, September 7, 1948.

all sec. schools - 2
Private .. 1
Spec. list of Sec Sc Sec 1
normal schools 1
Elem Insp - 1

1947-48:3
2000

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

Re Courses of Study and Other Departmental Publications

The increasing number of requests for copies of Courses of Study and other Departmental publications as well as continued printing difficulties have made it necessary to curtail for a time their distribution.

I Courses of Study, Grades IX to XIII

(a) Several copies of each new or revised course are sent to each principal. It is expected that the principal will retain one copy on file in his office for the general information of staff members.

(b) Frequently, when a teacher asks for a copy of the Courses of Study for Grades IX to XIII, it is evident that he is actually interested in only two or three of these courses. In such cases, a copy of Circular H.S. 1B (General Statement re Courses of Study, Grades IX - XIII, 1948-49) is sent. After reading this Circular, the teacher will be in a position to write again asking only for the particular courses in which he is interested. It is requested that, so far as possible, only the request for Courses be included in the letter, as this will ensure more speedy delivery.

(c) For the reasons mentioned above, the Department is unable to provide copies of Courses of Study for individual pupils, except in the case of private study candidates for Departmental standing. Frequently it is necessary for the officials of the Department to ask whether the person requesting the Courses is a teacher or a private study candidate who is not in regular attendance at a secondary school.

II Regulations

All of the regulations of the Department are in the process of revision. Owing to circumstances beyond the control of this Department, it is unlikely that copies of the revised regulations will be available for distribution before February 1, 1949.

F. S. Rutherford

Deputy Minister of Education.

TORONTO, September 7th, 1948

ONTARIO

DEPARTMENT OF EDUCATION

TO INSPECTORS, PRINCIPALS AND TEACHERS OF ONTARIO SCHOOLS

Re Provincial Traffic Safety Campaign

Your aid has been particularly requested by the Department of Highways to lead all agencies assisting the provincial traffic safety campaign in a concerted and sustained endeavour to reduce the number of traffic accidents — always high at this time of year — in which children are involved.

Teachers in Ontario schools have undoubtedly contributed much to the development of safety habits and attitudes among their pupils. The 1947-48 term witnessed fewer traffic deaths among school-age children than the previous terms, but the early fall months are always particularly tragic in this regard. For the past decade, more Ontario children of school-age or under have been killed or injured in traffic accidents in September than in any other month of the year. It is apparent that each back-to-school season brings with it the year's greatest hazards to children, and that safety education in our schools must start from the first day of the school term.

Nothing should be left undone to impress on the children the danger of accidents in our ever-increasing traffic, and to emphasize the need of added caution at this time of year.

The radio, press, and many official and private agencies are co-operating in the special effort this fall, but, apart from the care exercised by parents, the most effective safety precautions can be provided only by the school authorities who are daily in close contact with the children.

You will find enclosed a Department of Highways bulletin which may help you to impress upon your pupils the hazards of traffic in these autumn days.

George A. Drew

Minister of Education.

Toronto, September 1st, 1948.

1948-49:4
1600

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

(1) A Province-wide Essay Competition will be held this year under the auspices of the Ontario Mining Association in co-operation with this Department and the Ontario Secondary School Teachers' Federation. This competition will be limited to Grade XIII pupils and the essay should be one of the regular essays written during the year. The competition will be so organized that no additional work will be imposed on the teachers of English. Details of the competition, including the awards to be made to the winners, will be outlined in a later memorandum.

(2) Re Homework.

The amount of time spent by secondary school pupils on the homework assigned them by their teachers continues to be a matter of deep concern to parents and to school trustees.

The time which should be spent on homework will vary with the individual pupil and the grade. No definite rules can be laid down. It is, however, the duty of the Principal to make this important matter a part of his supervision and to take appropriate steps, especially in the lower grades, to avoid the excessive assignment of homework to pupils.

(3) Re Limitation of Size of Classes.

While it is recognized that small classes are advantageous in all types of schools and that their desirability should constantly be kept in mind, they do increase the cost of education, which is mounting alarmingly. For this reason, small groups are mandatory only in classes where the safety factor is of prime importance (shop work, swimming, etc.). Principals are reminded, however, that wherever staff, equipment and accommodation permit, the Department expects all classes to be of moderate size.

A.G. Hooper

Superintendent of Secondary Education.

TORONTO, September 7th, 1948.

1948-49: 5
1700

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS
PUBLIC AND SEPARATE SCHOOL INSPECTORS

O. E. A. ELEMENTARY TEACHERS' LOAN FUND

Principals and Inspectors are asked to bring to the attention of prospective Normal School students the above-mentioned Loan Fund which was established some years ago by the Urban Teachers' Section of the Public School Department of the Ontario Educational Association.

The loan is available to graduates of the Ontario Secondary Schools who wish to enter the Hamilton Normal School, the London Normal School, the North Bay Normal School, the Ottawa Normal School, the Peterborough Normal School, the Stratford Normal School and the Toronto Normal School.

A candidate for a loan shall be recommended by the Principal of the Secondary School which he attends or last attended and by the local Public or Separate School Inspector.

It was originally intended that the sum loaned to any candidate should not exceed $150.00, but the Committee which administers the Fund has certain discretionary powers which permit an increase in the amount where such action is considered advisable.

Repayments of the loan shall be made by signed deposited notes, each for one-sixth of the total amount of the loan, dated December 1st, March 1st, and June 1st in each of the two school years following graduation from Normal School.

A loan shall not be made to a student who receives a Dominion-Provincial Student-Aid Bursary.

Further information may be obtained from the Deputy Minister, Department of Education, Parliament Buildings, Toronto, Ontario.

F. S. Rutherford
Deputy Minister

TORONTO, September 9th, 1948

Sec Prin
Normal Sc
Private Sc

also sent book

1948-49:6
1600

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

1. Re the Book "Track and Field Athletics - Rules and Records"

In 1946 the Ontario Athletic Commission authorized the publication of Track and Field Rules for distribution among the secondary schools of Ontario. These rules were prepared and edited by the Secretary of the Athletic Commission, Mr. A. W. Steel. The Department of Education appreciates the contribution which these rules will make towards the training of better officials in Track and Field events.

In co-operation with the Athletic Commission the Department is forwarding a copy of this book to each principal who is requested to place it in the library where it may be easily accessible to teachers and students of the school. Additional paper-bound copies will be forwarded to the members of each Physical and Health Education staff at a later date.

2. Re Dominion-Provincial Student-Aid Bursaries, Type A.

Principals are reminded that an applicant for a University (First Year) Type A Bursary is required to obtain standing and an average of at least 66 per cent on nine papers of the Grade XIII examination. These papers shall include English Composition and English Literature but shall not include Problems.

Deputy Minister of Education

TORONTO, September 8, 1948

1948-49: 7
1600

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

With the suspension of publication of "The School" magazine, an important part of its service to teachers, - the reviewing of books useful to teachers or suitable for school libraries, - has ceased. It is intended to send out from the Department of Education from time to time notices of books which are considered to be of special value for teachers or libraries. Teachers can render a valuable service by drawing the attention of the Department to new books which they find to be useful and of general interest to the school.

SDHolmes
Editor of Text-books.

Toronto, September 21, 1948.

THIS WAS MY CHOICE, by Igor Gouzenko
J. M. Dent & Sons (Canada) Ltd., $3.00

Igor Gouzenko will be remembered as the man who in 1945 revealed the existence of an extensive espionage system operating from the Ottawa embassy to which he was attached. This book is his personal story -- the story of his early training and of the events and experiences which led him to his fateful decision. The difficulties and obstacles he had to overcome in making the break with his own people and in convincing the Canadian authorities of the truth and importance of his information make a fascinating story. The picture he draws of the Soviet system and its working both at home and abroad is worth general consideration at this state of the world's history. Students of Modern History will find material in this book to supplement their studies, and the majority of senior pupils would find it interesting and thought-provoking.

HALF HOURS WITH THE GREAT SCIENTISTS, by Charles G. Fraser
University of Toronto Press, $6.00

Dr. Fraser of Harbord Collegiate, Toronto, has had a life-long interest in the history of Science. During a long teaching career he has amassed a wealth of material on the origins and background of scientific discoveries, extracts from original publications, illustrations of the earliest apparatus and portraits of the great men of science in all ages. This material is now collected in a large and well illustrated volume which should be of absorbing interest to the teacher of Science and to his pupils. Confined to the physical sciences and related specifically to nearly all the topics of the Middle and Upper School courses in Physics, this book should do much to improve the teaching of the subject and to provide classes with

a fresh approach to it. It should also develop in any reader an appreciation of the slow evolution and advancement of man's technical knowledge from the dawn of history to the present day.

THE NORTHLAND -- ONTARIO, by O.T.G. Williamson

Ryerson Press, $1.50

The northern part of this province is still an unknown country to many of us. Information on its history -- the story of its exploration and development -- has not always been available in compact and collected form. This book written by a man who has spent most of his working life in the North provides first-hand information on Agriculture, Mining, Lumbering, Pulp and Paper, Railway Construction, Power Development and other aspects of northern industry. The history of these developments is interestingly told, and teachers of Geography will find this book useful for their own information and to provide supplementary material for their classes.

TWO THOUSAND MILES OF GOLD, by J. B. MacDougall

McClelland and Stewart, $3.50

This is essentially the story of mining in Northern Ontario; not only of gold, as the title seems to imply, but of everything from the original discovery of silver and cobalt in 1903 to the Steep Rock iron development of 1944 and later finds. It is detailed history and intimate first-hand information on the circumstances attending discoveries; good luck and hard luck stories; fascinating reading and a clear picture of the north country.

8

1948-49:8
~~1600~~
700

Sent to principals only
1 copy to each

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Teachers' Estimates, Grade XIII Examinations, 1948

The Registrar of the Department is sending you herewith two schedules bearing on the Departmental Grade XIII examinations of 1948. One schedule shows for each subject the relation between the average mark assigned by the teachers on the staff of your school and the average mark obtained in the same subject by the candidates from your school at the written Departmental examination. The other shows for each subject the variation of the average mark for the Province assigned in the confidential reports by all teachers concerned from the average mark obtained in the same subject by the same candidates at the written Departmental examinations.

It is the constant aim of the Department to assist principals and teachers to achieve more accurate estimates of the work of their pupils in each subject in relation to Departmental examination standards. Careful examination of the Teachers' Reports submitted this year shows that a substantial number of teachers overestimated or under-estimated their pupils by 20 marks or more. This fact should be cause for careful consideration. The opportunity to compare their individual estimates with the provincial estimate should greatly assist teachers to adjust the marks they assign to their pupils to a more correct level in a succeeding year.

Accordingly, Principals are urged to make these schedules available for reference purposes to all teachers on their staffs who are directly concerned. If a teacher has moved from one school to another, a copy of the schedule in which he would be directly concerned for the past year can be supplied by the Registrar upon request.

C. G. Hooper

Superintendent of Secondary Education.

TORONTO, September 24, 1948.

1948-49:9
1600

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

1. Navy League Booklets

Permission has been granted by the Department of Education to The Navy League of Canada to distribute its booklet entitled "Canada, the Sea and You" throughout the schools during "Navy Week" commencing October 17th, 1948. The Navy League is not planning to ask permission to make a collection in the schools this year. Copies of the booklet will be forwarded to principals in the near future.

2. Remembrance Day, 1948

Remembrance Day, Thursday, November 11, 1948, will be a school holiday. It is important that the significance of this day be kept before the pupils in the secondary schools. Relatives of many of these pupils have served in either the first or the second World War, and of these many laid down their lives in defence of the cause of freedom and justice for which this country and the British Empire stand.

Principals are requested to arrange for a suitable programme of commemoration to be held on the day preceding the holiday. Such programmes are most effective when they are planned co-operatively by the teachers and pupils of the school and when they are designed to permit as many pupils as possible to participate in them.

Attention is drawn to the special Remembrance Day broadcast referred to on page 11 of the pamphlet "School Radio Broadcasts, October - April, 1948-49."

3. Distribution of Plaques "Ontario Coat of Arms"

Recently one plaque was sent to each school. It is now planned to distribute sufficient plaques to provide one for each classroom. These will be forwarded to principals in the near future. If additional plaques are required in order to provide one for each classroom, the request should be sent to the Deputy Minister in a letter dealing only with that subject.

4. United Nations Day in Canada

The General Assembly of the United Nations has set aside October 24th, the anniversary of the effective date of the Charter, as United Nations Day to be celebrated throughout the world.

The United Nations Association in Canada aims to promote public understanding of the purposes of the United Nations and increased support for the organization in international affairs. The immediate purposes of the observance of United Nations Day in Canada are: (1) to recall the ideals and objectives for which the United Nations was brought into existence, (2) to record the positive achievements of the United Nations, particularly during the past year, and (3) to emphasize the need for support of the United Nations as a cornerstone of Canadian foreign policy.

Principals of secondary schools are requested to arrange that on October 25th, the day following United Nations Day, the pupils be given special opportunities to understand the origin, purposes, and achievements of the United Nations. It is suggested that the co-operation of the local authorities and the local branch of the United Nations Association be requested in providing for suitable observance of the day.

5. Corrections in Numbering of Circulars

(a) The Memorandum re Courses of Study and Other Departmental Publications dated September 7th, 1948, should be numbered 1948-49:3.

(b) The Memorandum re Teachers' Estimates, Grade XIII Examinations, 1948, dated September 24th, 1948, should be numbered 1948-49:8.

A. G. Hooper

Superintendent of Secondary Education.

TORONTO, October 12th, 1948.

ONTARIO

DEPARTMENT OF EDUCATION

1948-49:10
1100

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Comments on Grade XIII Examinations, 1948

Attached hereto are copies of comments prepared by the members of the Committees in charge of marking the 1948 Grade XIII examination papers. Would you be good enough to distribute the copies among your teachers.

The comments on English Composition and English Literature are contained in Circular H.S.4C, printed in October, 1948. This circular will be sent to the schools as soon as possible.

Teachers are reminded that the exact type of question or evaluation indicated may not be used again. Marking schemes vary from year to year according to the character of the questions. This material is not intended as a teaching guide but as information which may be useful, in a general way, to the teachers.

CABrown

Registrar.

TORONTO, October 20, 1948

ONTARIO

DEPARTMENT OF EDUCATION

To Principals and Secretaries
Collegiate Institutes, High Schools and Continuation Schools

Re Night High School and Continuation School Classes

Your attention is drawn to the fact that the special grants for night classes are based upon the work of the academic year, and that the approval of the Minister must be obtained each year prior to the establishment of such classes. The repetition of the application each year is necessary in order that organization and staff forms may be completed by the boards concerned for inspectional purposes. If any boards have commenced classes for the school year 1948-49 without having obtained the Minister's approval, the secretaries are requested to make application immediately; otherwise there will be no record in the Department for the payment of grants.

Boards are informed that there is no limitation as to the type of subject which the Department will recognize for evening class instruction, provided that the need is substantiated and that the approval of the Minister is first obtained.

It is customary for boards to conduct night classes from October of one year to March of the succeeding year. Where, however, instruction is provided in English and Citizenship for new Canadians, classes may be extended to the end of June or even to the end of August if the board considers it advisable.

Applications for approval must be addressed to the Deputy Minister of Education, and be accompanied by a complete description of the subjects to be taught with an explanation of the need therefor, and particulars regarding the hours of instruction and the qualifications of the persons to be employed as teachers.

A.G. Hooper
....
Superintendent of Secondary Education.

TORONTO 2, October 15th, 1948.

1948-49: 11
900.

vault
2 copies of each script
sent to C &
Voc } [illegible]
HS }

1 copy to C.P. } [illegible]
Prov. Ac. }

5 copies to [illegible]

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re French Broadcasts

The scripts of the first four broadcasts in the French series are sent to you for use by the teacher of French. The fifth broadcast in the series is a recording borrowed from the French Broadcasting Corporation and no script is available.

It has been necessary to change the order of the broadcasts from that given in the general announcement of School Radio Broadcasts. The arrangement is:

No. 1. November 9, 1948
MONSIEUR SCOTT ET SES AMIS -- Grades IX, X, XI

No. 2. November 16, 1948
L'HABIT DE MONSIEUR PIERRE -- Grades XI, XII

No. 3. November 23, 1948
ENTREVUE AVEC UNE JEUNE FRANÇAISE -- Grades XI, XII

No. 4. November 30, 1948
SCENE TIREE DE MARIA CHAPDELAINE -- Grades XII, XIII

No. 5. December 7, 1948
A FRENCH LESSON FROM PARIS -- Grades XI - XIII

The time is unchanged, 10.00 - 10.15 a.m.

A. G. Hooper

Superintendent of Secondary Education.

Errata - ENTREVUE AVEC UNE JEUNE FRANÇAISE
p.1, line 16, read le héros
MONSIEUR SCOTT ET SES AMIS
p.1, second last line, read désires

Toronto, October 27, 1948

ONTARIO

DEPARTMENT OF EDUCATION

1948-49:12
1600

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS AND SECRETARIES OF SECONDARY SCHOOL BOARDS

1. Re Physical Education Equipment for Instructional Purposes

It is to be noted that:

(a) expenditures made for instructional equipment required to carry out the prescribed courses of study in Physical and Health Education for boys and girls and Citizenship Corps Training for boys,

and

(b) expenditures made "for the encouragement of athletics and to defray the expenses of school games", as provided in subsection (2) of section 9 of The High Schools Act and "in promoting and encouraging athletic exercises", as provided in subsection (1) of section 91 of The Public Schools Act,

are both eligible for grant under the provisions of Circular Grants General 12. Principals and School Boards are reminded, however, that it is necessary before the purchase is made to submit for the Minister's approval duplicate lists in detail of equipment under (a) showing the approximate cost of each item and the total expenditure involved in order that approval of the proposed expenditure as part of the "approved cost of operation" of the school may be considered. If the proposed expenditure is approved, one copy of the lists submitted will be returned to the Board with a letter indicating the Minister's approval. It should be emphasized that proper instruction cannot be carried out without adequate instructional equipment.

Expenditures under (b) are eligible for grant provided that they do not exceed the limitations set forth in the above mentioned sections of The High Schools Act and The Public Schools Act.

2. Royal Empire Society Essay Contest

An announcement giving details of an essay contest to be conducted throughout the British Commonwealth of Nations by the Royal Empire Society of London, England, will be forwarded to the schools in the near future.

Because this essay contest may be expected to contribute to fuller understanding among the members of the British Commonwealth, the Department of Education is glad to co-operate with the Royal Empire Society in announcing it in the secondary schools of Ontario.

It is to be noted that the final date at which essays are to be submitted to the headquarters of the Royal Empire Society in London, England, has been deferred from December 31, 1948, to February 28, 1949.

3. Ontario Mining Association Essay Contest

In a Memorandum dated September 17, 1948, reference was made to an essay contest to be sponsored by the Ontario Mining Association. Further details regarding this contest are now given, as follows:

Subject of the essay - HOW WE BENEFIT FROM ONTARIO GOLD MINES.

Length of the essay - Approximately 1000 to 1500 words.

Contestants - Pupils of Grade XIII in the general course and Grade XII in Vocational courses are eligible to compete in this contest.

Contest areas - The Province has been divided into fourteen areas, corresponding to the districts of the O.S.S.T.F., with the following exceptions:

(1) Districts 4 and 5, and districts 13 and 14 are to be combined;

(2) Districts 3 and 7 are each to be divided into two areas.

Selection of local winners - One winning essay will be selected in each school by the English staff and will be sent by the senior teacher of English to the Superintendent of Secondary Education, Parliament Buildings, Toronto, and marked "Essay Contest". All entries must be postmarked on or before January 15, 1949.

Selection of district winners - A central committee of judges chosen by the Department of Education will determine the district winners.

Prizes - Each district prize-winner will be given a two-day trip to Kirkland Lake, to include visits to the mines in that area. This trip will be made during the Easter vacation, 1949. In the event that a student from Kirkland Lake is judged a winner, a cash award of $50 will be given in lieu of the trip.

Two representatives of the Federation, one of them a lady teacher, will accompany the winners from Toronto to Kirkland Lake and during the tour of the mining area.

A copy of a folder entitled "Ontario, the Storehouse of Minerals", published by the Ontario Department of Mines, is enclosed with this announcement. While the material in this folder is not specifically related to the essay subject stated above, it will be of interest to contestants as well as to other pupils in their study of the resources of Ontario.

Contestants may also find it helpful to consult reports of the Ontario Mining Association which were sent to the secondary schools in 1947 and 1948. If copies of these reports are not available in the school library, they may be obtained on request from the Ontario Mining Association, 320 Bay Street, Toronto.

General Rules

1. The essay shall be credited as regular work in the English Composition classes of the competing schools.

2. The final selection of the local winner shall be the responsibility of the senior teacher of English in each school.

3. Foolscap sheets, carefully numbered, shall be used.

4. The essay shall be written neatly in ink on one side only of each sheet.

5. At the top of each sheet, on the right, the contestant shall write his or her name and the name of the school.

6. The title of the essay shall be written at the top of each sheet submitted.

7. The sheets shall be folded together (once only) by the contestant. (A second folding to facilitate mailing will be permitted.)

8. On the blank side of each folded sheet, preferably on the upper right hand corner of the lower half, the contestant shall write his or her name and the name of the school.

9. At the end of the essay the contestant shall write and sign the following statement:

"I hereby declare that this essay is entirely of my own composition, and that I have made due acknowledgment of any quoted material".

A. G. Hooper
Superintendent of Secondary Education.

TORONTO, November 9th, 1948.

SENT TO THOSE WHO REQUEST COPIES.

ONTARIO

DEPARTMENT OF EDUCATION

TORONTO 2,

Dear

I beg to acknowledge your letter of recent date and to state in reply that the next issue of the publication Schools and Teachers, 1948, will not be available for distribution until the early part of January next.

Part I will be supplied at the price of $1.50 per copy, and Part II at the price of 75¢.

Yours very truly,

G. Lyons

Assistant Registrar.

1948-49:13
1700

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Please bring this Memorandum to the attention
of the teachers of Mathematics and Science.

Re: "Rounding Off" Approximate Numbers

Although the "Comments on the Grade XIII Trigonometry and Statics Examinations" of the years 1944 to 1947, inclusive, all contained pertinent references to the correct procedure to be followed in rounding off approximate numbers, this matter, judging by the 1948 answer papers, is still causing difficulty to many pupils and some teachers.

Rewrite

A. Minimum knowledge expected of a Grade XIII student regarding operations with approximate numbers

1. He should know the meaning of the term "significant digits", and of such expressions as "correct to four significant figures", "correct to four decimal places", "correct to the nearest minute", etc.

2. He should understand clearly the necessity of working to at least n + 1 digits during the course of a calculation if the answer is to be rounded off with accuracy to n digits.

3. He should be familiar with the rules for addition and subtraction and for multiplication and division of approximate numbers.

4. He should be familiar with the comparative accuracy of trigonometrical ratios and the angles to which they belong.

5. Incidentally, the pupil should also know how, in working with 5-place tables, to interpolate correctly for the fourth and fifth places.

The above matters are discussed competently in the text-books in general use. See for instance, Miller and Rourke pp. 46 - 63 and p. 87, or Petrie, Baker, Levitt and MacLean pp. 30 - 32, and 262 - 272.

B. Credits and Penalties for "Rounding Off" as applied in recent annual Departmental Examinations:

1. Normally about three marks are assigned for proper rounding off of answers in specified questions, one mark for each answer.

2. There is no penalty for using 5-place tables throughout the work, provided the answer is properly rounded off.

3. There is no penalty for using less than five-place tables, properly rounded, in any question, provided that one more figure is carried in the work than is given in the data and required in the answer.

4. In problems involving computation there is ordinarily a penalty of one mark per question for

   (i) Rounding off too soon: that is, failure to use where possible throughout the work, one more digit from the tables than is given in the data and required in the answer,

   (ii) Rounding off too late: that is, the repeated use of 6 or more decimal places in handling 5-place logarithms. Such apparent accuracy is spurious and such procedure is penalized as "bad form".

C. In conclusion it might be well to emphasize that approximate computations should not be thought of as an isolated topic in Trigonometry but that is all courses in Mathematics or Science in which approximate numbers are used, correct methods in approximate computation should be insisted upon from the beginning.

CA Brown

Registrar.

TORONTO, November 17th, 1948

8-49:14
1750

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO: Secretaries of Secondary School Boards
Secondary School Principals
Elementary School Inspectors

Re The Closing of Schools on Friday, November 26th

The Prime Minister of the Province has suggested that it would be appropriate to celebrate the birth of the new Prince by closing the schools on Friday, November 26th. I am happy to concur in this suggestion.

School Boards are advised that, for the purpose of computing grants, the pupils will be counted as having attended school on November 26th.

Dana Porter
Minister of Education.

TORONTO, November 18th, 1948.

Each Elementary School Inspector is asked to notify the schools under his jurisdiction.

1948-49: 15
1600

ONTARIO
DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS
RE GRADE XIII

The attention of secondary school principals is drawn to regulation 38 (c) of the Regulations respecting High Schools and Collegiate Institutes made under The Department of Education Act and approved in 1948. This regulation is not new; it has been in effect for many years. It confers upon the principal the power he requires to protect the pupils in his school from the danger of selecting inadequate or unsuitable courses. This power should be used for the purpose for which it is conferred — the safeguarding of the best interests of the pupil.

The work of Grade XIII is more difficult and exacting than that of any previous grade. It sometimes happens that the best and most profitable advice the principal can give to the pupil and his parents is that the pupil should undertake less than the usual number of Grade XIII subjects. Occasionally the pupil's record of the fall term indicates clearly that he has little or no chance of success in the full course which he has undertaken, and it is then the principal's plain duty to point this out to the pupil and to his parents.

The principal would do well, however, to remember that extensive or arbitrary use of his power to restrict the pupil's course by the enforced dropping of subjects is always open to misinterpretation. It may even be construed as a willingness to ignore the welfare of the pupil in order to bolster up the examination record of the school. This view is most frequently taken when examination results are emphasized as the chief criterion (or even as the only proof) of success in school work.

The principal is asked to draw to the attention of his staff a recent change in the form (H.S. 102, Middle and Upper School Examination Results), which is prepared by the principal for the information of the Inspector. This change is designed to reveal the variations in the enrolment in Grade XIII subjects during the academic year. The implication is inescapable. The school in which an abnormal number of Grade XIII pupils find it necessary to discontinue subjects during the school year is open to criticism just as surely as the school in which an abnormal number of pupils fail on the Departmental examinations. This change was introduced after a series of discussions with representatives of school boards, teachers' organizations, and the Headmasters' Association. In these discussions the importance of frank consultation with the parents of the pupils concerned was emphasized by every group represented. I am confident that the secondary school principals will not neglect this feature of an effective school programme.

Dana Porter
Minister of Education

Toronto, Ontario,
December 16th, 1948.

1948-49:16
750

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Re Royal Canadian Institute Centennial Volume

The Royal Canadian Institute has offered to present 400 copies of its Centennial Volume to the Secondary Schools of Ontario. This offer has been gratefully accepted by the Minister of Education.

Accordingly, most of the schools will receive a copy direct from the Royal Canadian Institute in the near future. The Minister requests that this Volume be brought to the attention of the teachers of Science and then placed in the school library for future reference.

It is the understanding of the Department that no additional copies of this Volume will be available for distribution to the schools.

F.S. Rutherford
Deputy Minister.

TORONTO, December 10, 1948

Circular 1948-49:17
1600

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

1. Regulations in regard to poliomyelitis.

The Regulations of the Ontario Department of Health with respect to isolation and quarantine in cases of poliomyelitis have been amended to provide that:

(a) (1) A diagnosed case shall be isolated for a period of seven days after onset of the disease, or until acute clinical symptoms have subsided and the temperature is normal.

(2) A suspected or doubtful case shall be isolated until the diagnosis is conclusively confirmed or disproved.

(b) A person who has been in contact with the disease shall be quarantined for a period of seven days after the last exposure, except as provided for in item 4 (1) of Schedule A of the Regulations under the Public Health Act respecting the control of communicable diseases.

2. Examinations for the Elementary School Inspector's Certificate.

The written examination for this certificate will be held on the forenoon of Wednesday, April 13th, 1949. The oral examination which also is required for this certificate will be held during the same week in April, 1949.

Candidates for these examinations should apply for information concerning them to the Registrar of the Department of Education.

Principals are requested to give the foregoing information to members of their staffs who may desire to be candidates at these examinations.

3. Itinerary of Royal Ontario Museum Instructors, 1948-49.

The Royal Ontario Museum, in co-operation with the Department of Education, is again arranging for the materials and services of the Museum to be introduced to schools whose location makes it difficult for classes to visit Toronto for this purpose.

During the three weeks beginning January 17, 1949, two members of the Museum staff plan to visit schools in the Counties of Lanark, Renfrew, Prescott and Russell. In the three weeks beginning February 7, 1949, they will also visit schools in the Counties of Kent, Essex, and Lambton.

It is hoped that advantage will be taken of this opportunity for secondary school pupils, particularly in classes in History, to derive the assistance in their studies which these visits may be expected to provide.

4. Prizes donated by the Classical Section of the O.E.A. for the essay competition based on the Latin broadcasts have been awarded as follows:

1st ($25.00) Mary Louise Munroe of Glencoe High School
2nd ($15.00) Marjorie Holmes of North Bay Collegiate and Vocational School
3rd ($10.00) David Gauthier of Forest Hill Collegiate Institute.

The Department of Education appreciates the co-operation of the Classical Section of the O.E.A. in connection with these broadcasts.

5. You are reminded that:

(a) the closing date of the Essay Contest sponsored by the Ontario Mining Association is January 15th, 1949;

(b) the closing date for the Royal Empire Society Essay Contest is February 28th, 1949.

6. Please call the attention of your teachers of English to the series of five broadcasts on prose forms of English Literature which has been arranged by the Department of Education in co-operation with the Canadian Broadcasting Corporation and is to begin on January 18th, 1949, (see Bulletin on School Radio Broadcasts 1948-49, pages 9 and 10).

A.G.Hooper

Superintendent of Secondary Education.

TORONTO, January 3rd, 1949.

1948-49:18
1600

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM
to
Principals of Secondary Schools
and
Elementary School Inspectors

Re "March of Books" Campaign

The Canadian Council for Reconstruction through Unesco has asked the co-operation of the teachers and pupils of Ontario schools in a nation-wide campaign to collect books and publications of educational value for distribution to war-devastated libraries.

This campaign, to be known as the March of Books, will be conducted in a period of four weeks following January 15, 1949, and details will be given in the press and over the radio to inform you of the nature of the materials required and the local organizations which will conduct the campaign in your community.

As this is an important project, I am very glad to commend it to the attention of teachers and pupils in our schools. I hope that you will do everything in your power to assist and promote the campaign, and that you will bring it to the attention of the teachers and pupils under your supervision.

You are advised to defer the collection of books in your school, or schools, until the C.C.R.U. Committee in your community has completed its arrangements to pick up the books and assume responsibility for them.

Dana Porter
Minister of Education.

TORONTO, January 14, 1949

Copies sent to all school board secretaries
+ inspectors

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM
to
Principals of Secondary Schools
and
Elementary School Inspectors

Re "Books of Hope" Campaign

The Canadian Council for Reconstruction through Unesco has asked the co-operation of the teachers and pupils of Ontario schools in a nation-wide campaign to collect books and publications of educational value for distribution to war-devastated countries.

This campaign, to be known as the Books of Hope, will be conducted in a period of two weeks following, February 7th, 1949, and details will be given in the press and over the radio to inform you of the nature of the materials required and the local organizations which will conduct the campaign in your community.

In view of the importance of this work, I am very glad to commend it to the attention of teachers and their pupils. I trust that you will do everything in your power to assist in this undertaking, and that you will bring it to the attention of the teachers and pupils under your supervision.

You are requested to offer the facilities of the school in your community, or schools, where the collected books may be stored, and to complete the arrangements to pick up the books and take responsibility for them.

Minister of Education.

TORONTO, [illegible]

19,8-49:19
1600

ONTARIO

DEPARTMENT OF EDUCATION

ANNOUNCEMENT
ONTARIO DEPARTMENT OF EDUCATION SCHOLARSHIPS FOR POST-GRADUATE STUDY IN FRANCE

The Minister of Education announces that these Scholarships will be available for the school year 1949-50.

The awards will be made upon the following conditions:

1. The Minister of Education may recommend from time to time, for appointment by His Honour the Lieutenant-Governor-in-Council, the names of four teachers holding Ontario teaching certificates for study in France, each of whom shall hold a Scholarship of $1,500.00 per annum, for one year and payable in two instalments during that period. A Scholarship shall not be renewable.

2. The holder of a Scholarship shall be a resident of Ontario, and shall hold a degree from an Ontario University.

3. Applications for Scholarships must be made in writing, and must be supported by evidence of academic and professional standing, and general fitness to pursue post-graduate study in France. The applicant shall state the subject which he proposes to study.

4. A successful applicant shall report, for the Minister's approval, immediately upon entering his course of study in France, the work he proposes to undertake, the length of the course, and the institution he has decided to attend. Reports signed by instructors shall be forwarded at the end of the first three months' work. The Minister may call for reports on the teacher's work at any time. If such reports show unsatisfactory progress, the Minister may withhold the second instalment of the Scholarship.

5. Each teacher proceeding to France shall sign an agreement to give at least three years' service to the Province of Ontario in educational work on completion of his course in France. On returning from abroad the teacher shall notify the Department of the work he proposes to pursue in the Province, and, if at any time circumstances are such that he cannot complete the three years' service, the Department shall be notified of the facts of the case. The Minister may cancel the agreement if he decides that the circumstances warrant such action.

Applications shall be submitted to the undersigned on or before May 1st, 1949. The awards will be announced prior to May 15, 1949.

Teachers who are interested should write to the Deputy Minister for a copy of the regulations respecting these scholarships since they contain more detailed information.

F. S. Rutherford
Deputy Minister

TORONTO, January 18th, 1949

Circular 1948-49: 20
1000

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS AND THE SECRETARIES OF SCHOOL BOARDS

Re: The necessity for training in Guidance Work

While in most schools considerable progress has been made in Guidance work, it has sometimes been necessary to defer the introduction of certain features of the Guidance programme because of the lack of a teacher with the necessary training. Even in the smaller schools where time may not be available for individual counselling it remains desirable that the teachers in charge of the course in Occupations have special training.

Principals are urged to choose carefully the teachers to whom responsibility for the work in Guidance is delegated. The counsellor should be an experienced and capable teacher with a sincere interest in young people. In addition he should have a knowledge of certain specialized techniques in Guidance which should not be used by an untrained person.

The Ontario Department of Education through summer courses provides an opportunity for training in Guidance. It is hoped that an effort will be made to have in each school as soon as possible at least one teacher who has had this training.

A G Hooper

Superintendent of Secondary Education.

TORONTO 2,
January 22, 1949.

sec sc prin
sec sc sec
mr Hooper
mr A S Beattie
Dr A
mr R

1948-49:21
2500—March, 1949 C4519

Received 12/4/49

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re Certificates Accepted as the Equivalent of Certain Secondary School Music Options.

Please note that standing in music obtained by examinations taken at a College or Conservatory of Music is not recorded on the Grade XII and Grade XIII certificates which report the results of the annual Departmental Examinations. When making application to enter a university the original music certificates should be submitted along with the regular departmental certificates.

The certificates listed under "Grade XIII Music" on the back of this sheet are accepted in lieu of the prescribed course in Music, and may be indicated on the Secondary School Honour Graduation Diploma.

The certificates listed under "Grade XII Music" on the back of this sheet are accepted in lieu of the prescribed course in Music. When presented for inspection according to the "Instructions to Principal" on the Diploma application form, this standing may be used as an option to complete the requirements for the Secondary School Graduation Diploma. Since "Grade XII Music" includes the work of both Grades XI and Grade XII, it has the same value for diploma purposes as Mathematics (Algebra and Geometry), Science (Physics and Chemistry), Geography, Home Economics, Shop Work, Commercial Work, Agriculture or one of the languages.

The certificates listed under "Grade X Music" on the back of this sheet are accepted in lieu of the prescribed course in Music for the purpose of completing the requirements for the Intermediate Certificate. The certificates listed in the second column are higher but there is no provision in the Regulations for recording such standing in this Department except in connection with the Intermediate Certificate. Similarly, any one of the higher Music certificates named may be used to cover the lower standing in addition to that listed as equivalent.

Prior to 1944 the acceptable certificates issued by the Western Ontario Conservatory were differently named—Grades I, II and III Practical being the same as the present Grades VI, VII and VIII Practical.

Note:—Music is an optional subject and may NOT be substituted for an obligatory subject such as History.

C A Brown

Registrar.

Toronto, March 31st, 1949.

TABLE OF CERTIFICATES ACCEPTED IN LIEU OF PRESCRIBED COURSES IN MUSIC

Department of Education			
Grade X Music		Grade XII Music	Grade XIII Music
Royal Conservatory of Music of Toronto			
Grade V Practical	Grade VI Practical and Grade I Theory	Grade VII Practical and Grade II Theory OR Grade III Theory	Grade VIII Practical and Grade II Theory OR Grade IV Theory
Western Ontario Conservatory, London			
Grade Junior V Practical	Grade Senior VI Practical and Grade I Theory	Grade Senior VII Practical and Grade II Theory OR Grade III Theory	Grade Senior VIII Practical and Grade II Theory OR Grade IV Theory
McGill Conservatorium			
Elementary Practical	Junior Practical and Junior Theory	Interm. Practical and Interm. Theory OR Senior Theory and T.C.M. Grade III History	Senior Practical and Interm. Theory OR Highest Grade Theory
Trinity College, London, England			
Advanced Prep. Practical	Junior Practical and Advanced Junior Theory	Interm. Practical and Interm. Theory	Senior Practical and Advanced Interm. Theory
Royal Schools, London, England			
Grade IV Practical	Grade IV Practical and Grade III Grammar of Music	Grade V Practical and Grade IV Grammar of Music	Grade VI Practical and Grade IV Grammar of Music

For change see
work folio #4

1948-49:22
1200

Sec Sc Prin - 2 1
Spec Inst Sec Sc Bds 1
" " Elem Sc Bds 1
Normal Sc - 1
Fed Dept Trade. 1

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS
ELEMENTARY SCHOOL INSPECTORS

Re: Newfoundland - The Tenth Province

On March 31st, 1949, Newfoundland will enter the Dominion of Canada as the tenth province. This tenth province will play an important part in the development of our country. The success of the partnership will be determined in large measure by the degree of mutual understanding which will exist between the new province and the other provinces.

It is fitting that on the day of Newfoundland's entry into the Dominion of Canada our schools should devote special attention to her history, geography, and economic and strategic importance.

Our new sister province brings to the Dominion a long and honourable record, a rich tradition of service within the British Commonwealth, and a future which is bound to be significant for all the Western Powers.

It is the Minister's desire that the entry of Newfoundland into Confederation should be marked in all our schools by an earnest effort to reach a fuller understanding of the new province and of her people.

Each Elementary School Inspector is asked to notify the schools under his jurisdiction.

F. P. Rutherford
Deputy Minister.

TORONTO, March 10, 1949

Mailing completed
14 or 15/3/49

1948-49 : 23
10M-Feb. 1949-C3950

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

For Secondary School Principals and Secretaries of Secondary School Boards

Re: Co-operation with Ontario Farm Service Force, 1949

The Minister of Education announces that provision is being made whereby certain pupils may be released from attendance at school after May 20th, 1949, for the purpose of assisting in farm work.

The need for food production is as great throughout the world to-day as it has ever been in the past and it is of the utmost importance that the goals set for Canadian agriculture in 1949 be reached. To reach these goals, however, help will be needed from every possible source and the Ontario Farm Service Force is asking for the co-operation of school principals and teachers in encouraging pupils to offer their services to farmers again this year.

Secondary School pupils, even before the war, played a useful part in farming operations but it was not until they responded in such large numbers to the appeal for assistance during the war that they demonstrated their special value by meeting in such a satisfactory manner the seasonal requirements of fruit and vegetable growers and mixed farmers throughout the Province.

This use of Secondary School pupils has been organized, supervised, and improved by the Ontario Farm Service Force; exploitation is eliminated and the individual pupil's welfare is always considered. The experience gained by working on the farm under organized conditions is helpful in many ways and pupils should return to school with broadened outlooks and in improved health.

Because the assistance of pupils is urgently needed for farm work in 1949, the Minister of Education hopes that the schools will co-operate with the Ontario Farm Service Force in soliciting the assistance of pupils below Grade XIII for the period subsequent to May 20th, 1949, and of Grade XIII pupils for the period following the Departmental Examinations.

The plan under which schools are asked to co-operate with the Ontario Farm Service Force in enrolling pupils willing to assist farmers in 1949 is as follows:

1. A candidate for Grade XIII (Upper School) standing shall be required to remain in attendance and to write the Departmental Examinations.

(over)

mailed before
15/3/49

2. At the discretion of the board the principal may release from attendance after May 20th, a candidate for Grades XI and XII (Middle School) standing who—
   (a) has attended regularly up to and including May 20th,
   (b) is found by the principal on that date to be entitled to Departmental standing without writing the final school tests in June, and
   (c) undertakes in writing to engage in farm work and to remain in the work as long as his services are required, but in the case of a candidate returning to school, not later than the Saturday before the opening of schools in September,

   and such candidate may be recommended for Departmental standing in the same manner as if he had continued in attendance to the end of the term.

Note that it is not intended that the final school tests should be held before May 20th, nor is it intended that any candidate should be released from attendance if he is being required to write the final school tests in one or more subjects.

Note that the only relation between engaging in farm work and the issuing of statements of standing by the Department will be that the pupils concerned may be released from attendance on May 20th, rather than upon the usual date in June.

3. The plan outlined in 2 above, in so far as it is applicable, may be followed in the case of promotions from grade to grade in Grades IX to XII.

4. Where a pupil is released from school as of May 20th, 1949, and undertakes to engage in farm work as referred to in 2 above, his attendance shall be marked as if he were present in order that school boards may suffer no loss in grants.

Representatives of the Ontario Farm Service Force will correspond with principals and where possible will visit schools during March and April to discuss with teachers and pupils plans to enrol pupils for farm work.

Rutherford

Deputy Minister of Education.

Toronto, March 1st, 1949.

1948-49 : 24
1000

ONTARIO
DEPARTMENT OF EDUCATION

To Principals and Secretaries
Collegiate Institutes, High Schools and Continuation Schools

re Night High and Continuation Schools

Please take notice that collegiate institute boards, boards of education, high school and continuation school boards which now hold classes in Basic English and Citizenship for newcomers will be eligible for night school grants if these classes continue through the summer vacation. The special grants are based on the school year, i.e. from September of one year to the following August.

Boards which have not established classes for newcomers should investigate the need in the area served by the board and should initiate such classes where the need is substantiated.

The Community Programmes Branch of the Department will lend text-books to each student in these night classes and will supply each teacher with a reference kit. Advice in setting up classes may be obtained from Community Programmes representatives at the following addresses:

Central Ontario District - 206 Huron Street, Toronto

Western Ontario District - Room 209, Public Library,
London

Northern Ontario District - #1 Homestead Block, North Bay

North-Western Ontario District - 400 Catharine Street,
Fort William

Eastern Ontario District - Room 9, Normal School, Ottawa

A. G. Hooper
Superintendent of Secondary Education.

TORONTO 2, March 17th, 1949.

1948-49:25
2100

Sec Sc Prin - 2
Complete list / Sec Sc Sec - 1
Federations - 1
[illegible] TRK aGH CSB JBS
CFC
Elem Insp 1

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM to: Secondary School Principals
Secretaries of Secondary School Boards

Re Teachers who were qualified as Continuation School teachers in 1946-47, 1947-48, or 1948-49

The attention of Principals, Teachers and Secretaries of School Boards is drawn to the following rulings which will be added as amendments to the High School Regulations (O.Reg. 252/48) in the near future:

1. A teacher who was qualified during the school years 1946-47, 1947-48, or 1948-49 as an assistant under the Regulations respecting Continuation Schools, and taught as a regular member of the staff of a continuation school during either of such years, shall be qualified to teach in any high school in the Province of Ontario having a staff of three or fewer teachers.

2. A teacher who was qualified during the school years 1946-47, 1947-48, or 1948-49 as an assistant under the Regulations respecting Continuation Schools, and taught as a regular member of the staff of a continuation school during either of such years, shall, upon the absorption into a high school district of the area in which a continuation school was situated at the time he was teaching in such continuation school, be qualified to teach in any high school within the district.

F. S. Rutherford
Deputy Minister.

TORONTO, April 4, 1949.

Sec re Prin - 2
Complete list Sec re Sec 1
Elem Inspectors 1
Federations 1
Ja [illegible] asst. etc
LSB JBS

ONTARIO
DEPARTMENT OF EDUCATION

1948-49:26
2100

MEMORANDUM
TO
SECONDARY SCHOOL PRINCIPALS
SECRETARIES OF SECONDARY SCHOOL BOARDS

Re: Engagement of Unqualified Teachers

1. A school board which has employed during the present school year (1948-49) a teacher who does not hold a certificate of general teaching qualifications (i.e., a High School Assistant's certificate, Interim or Permanent, or a First Class certificate, Interim or Permanent) in accordance with the Regulations of the High Schools and Collegiate Institutes, or of the Continuation Schools, as the case may be, is required to endeavour to secure a teacher qualified for the position by advertising prior to May 15 in a newspaper having a Provincial circulation, unless the teacher concerned is able to complete his general teaching qualifications by September 1, 1949, and undertakes to do so.

2. A Board which has employed during the present school year a teacher who holds the necessary certificate of general teaching qualifications mentioned in Paragraph (1) above, but who does not hold the special certificate required by the Regulations for the teaching of a particular subject is not required to advertise the position if the teacher gives assurance that he will attend a summer course in 1949 to improve his standing or complete his qualifications for this special certificate.

3. A Board which is advertising for a new teacher is advised to mention the subjects which are to be assigned to the teacher.

4. Secretaries of Boards and Principals of schools are requested to urge teachers who are not fully qualified to take advantage of the summer courses to improve or complete qualifications.

5. If a Board is unable, after advertising at an adequate salary, to obtain a fully qualified teacher and an application is received from an unqualified teacher who appears to be suitable for the position, the Secretary of the Board should write without delay to the Department, stating that the position has been advertised, mentioning name of paper and date of issue, and that no applications from qualified teachers have been received, and should request a Letter of Permission to employ this teacher for the coming school year.

6. No Letters of Permission to replace general teacher qualifications in Secondary Schools will be issued until after June 1.

7. In case of doubt regarding the qualifications of an applicant for a position, the Secretary is advised to write to the Department for information before the teacher is engaged.

F. S. Rutherford
Deputy Minister.

TORONTO, April 4, 1949

ONTARIO

DEPARTMENT OF EDUCATION

Memorandum to Principals and Secretaries of Boards
(Collegiate Institutes, High Schools and Continuation Schools)

re Night School Classes

In order to prevent misunderstanding as to the auspices under which night school classes may be conducted, I wish to emphasize, following my memorandum dated October 15th, 1948, and the instructions regarding night high school classes given in the Deputy Minister's circular dated December 23, 1947, that only where such classes are established by a school board in a collegiate institute, high school, or continuation school is it necessary that application for their approval be made to the Deputy Minister.

With the permission of the school board, classes sometimes are established in a school by the Community Programmes Branch of this Department, or by that branch in co-operation with a branch of the Department of Agriculture, the entire project being conducted and financed by one or both of the branches mentioned. Where this is the case, school boards are requested to make their arrangements with the representative of the branches concerned and not to apply to the Deputy Minister for permission to inaugurate night high school or continuation school classes.

Where night classes are conducted by the board under the Night School Regulations, the board is entitled to receive the grants set forth in the circular above referred to, provided that the approval of the Deputy Minister is first obtained and that the necessary organization forms and reports are filed; but where the classes are conducted in the school with the permission of the board by other branches of the government service, it should be clearly understood that the night school grants are not applicable.

Principals of secondary schools and secretaries of school boards are therefore requested to ascertain, when the establishment of night classes is proposed, whether the board by resolution has decided to establish and operate these classes or whether the board has merely consented to the use of the school premises for community purposes under the Community Programmes Branch.

A.G.Hooper

....
Superintendent of Secondary Education.

TORONTO 2, December 21st, 1948.

1948-49:27
1500

ONTARIO DEPARTMENT OF EDUCATION

MEMORANDUM TO SECONDARY SCHOOL PRINCIPALS

Announcement of Camp Counsellor-in-Training Courses 1949

The courses will give training in the basic knowledge and skills associated with camping and camp-counselling.

Two courses of three weeks each will be offered in each camp. The courses for girls will be conducted at Camp Belwood, on Belwood Lake, near Fergus, Ontario. The courses for boys will be at Bark Lake Camp, near Irondale, in Haliburton County.

The dates are the same for the courses at both camps.

Course I~~I~~ ---- July 4th - 25th   Course II ---- Aug. 2nd - 23rd

General Qualifications

1. Applicants must be 15 years of age or over before July 1st, 1949.

2. Applicants must have completed the work of at least Grade IX by July 1st, 1949.

3. Applicants must be returning to high school for at least another year.

4. Applicants must be able to swim 100 yards within 3 minutes without stopping.

5. Applicants must indicate their willingness to render at least two weeks' service at a non-profit camp within a year of the completion of their C.I.T. course. (This undertaking must be approved by their parents).

6. Previous camp experience is desirable but not essential.

Trainees are required to

1948-49:28
1500

ONTARIO

DEPARTMENT OF EDUCATION

Announcement of Ontario Athletic Training Camp

TO SECONDARY SCHOOL PRINCIPALS

The Ontario Athletic Training Camp at Longford will again be operated by the Department of Education as an athletic leadership training centre for boys. The secondary school students selected will be given two weeks' practical training in the administration, officiating and coaching of team games, individual games and recreation. This training is designed to assist schools and communities in developing leaders.

To ensure action a copy of this memorandum is being sent to both principals and physical education teachers. A preliminary application form is attached to the physical education teacher's copy.

Selection of Secondary School Applicants

Each secondary school in the province will have an opportunity of selecting a minimum of one representative. The representative student is to be selected by a committee consisting of the principal and the boys' physical education staff. In making this selection the committee will consider the following points:

a) academic standing; no candidate shall be considered eligible who secures an average of less than 55% on the year's work.

b) age; the candidate must have reached the age of fifteen years before July 1st, 1949.

c) seniority; the candidate must be a member of Grade XI or XII in regular attendance during the school year 1948-49. Small schools may select Grade X if no suitable Grade XI or XII.

d) leadership; the candidate must have exhibited leadership qualities for various school activities particularly in regard to the intramural athletic programme.

e) athletic ability; the candidate should have been a member of one representative school team during the school year 1948-49 or been active in the intramural programme.

f) usefulness to his school; the candidate must sign a statement that he intends to return to school and be prepared to assist in a school programme during the school year 1949-50.

NOTE: 1. Students attending last year's camp will not be eligible this year.

2. The camp training will be of great value to those who contemplate teaching as a profession. Principals are therefore urged to issue a special invitation to Grade XIII students who can meet the above standards who have applied for admission to normal school next year to attend the camp. Such candidates may be sent in addition to the regular leader.

Period of Operation

Course No. 1 - June 29th to July 13th
Course No. 2 - July 15th to July 29th
Course No. 3 - August 2nd to August 16th
Course No. 4 - August 18th to September 1st

Objectives of the Training Course

1. To give leadership with a practical application to school activities, and with particular emphasis on the athletic programme.

2. To train leaders to discharge the responsibility of officiating, coaching and training intramural groups.

3. To give leaders a knowledge of the fundamentals of a recreation programme.

4. To give leaders a sense of responsibility to their school and to their community.

Transportation

1. Fare and 1/3 rates will be available to all students selected for this course.

2. No departmental assistance will be given towards transportation where the return fare (excursion rates) amounts to less than $10 per pupil.

3. School boards will be reimbursed for transportation expenses (excursion rates) paid by them in excess of $10 per pupil. A student-receipt form is attached for use of Board. The form to be turned in to Camp Director upon registration.

Uniforms

Each school representative will be required to purchase the standard uniform which will be issued at the camp. This uniform will become the property of the individual and may be taken home with him. The fee for this uniform will be $4.50.

Extra Candidates

In the event of quota for each course not being reached, extra leaders will be accepted. Priority will be based on date of application as well as size and need of the school. Each school, therefore, is urged to name second and third choice applicants.

Choice of Courses

Insofar as possible each leader will be accepted for the course which is his first choice. The date of acceptance will determine priority. Last year's experience would indicate that the first and fourth courses will be filled first. Alternative course dates should therefore be stated, or if no alternative is possible, it should be so stated.

Date of Preliminary Application

Principals and physical education teachers are asked to make their selections and have their application filed with the Physical and Health Education Branch of the Department of Education not later than May 15th.

Detailed Information

As soon as the applicants have been chosen, more detailed information will be forwarded to the principal or physical education teacher. In order that no student having the qualities listed above may be denied the opportunity of attending such a training course for financial reasons, it is hoped that local school boards and service clubs will give financial assistance where it is needed in view of the fact that this training will build up a reserve of leadership at the community level.

F.P. Rutherford
Deputy Minister.

ONTARIO

DEPARTMENT OF EDUCATION

MESSAGE FROM THE MINISTER OF EDUCATION

To Principals of Elementary and Secondary Schools

Empire Youth Sunday is observed annually in all parts of the Empire. This year May 29th has been fixed as the date on which a special service for the Youth of the Empire will be held in Central Hall, Westminster. This service will be re-broadcast by the B.B.C.

The occasion will be marked in many places in this country and overseas by special services arranged locally. A suggested form of service is being distributed with this memorandum, and I hope that teachers and others interested in youth leadership in all parts of Ontario will do everything they can to promote the suitable observance of this day in their own communities.

Dana Porter

Minister of Education.

TORONTO, May 13, 1949

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM TO PRINCIPALS OF SECONDARY SCHOOLS

Re: Academic Requirements for University Dominion-Provincial Student-Aid Bursaries, Type A, 1949-1950

It has been brought to the attention of the Department that the admission requirements for some University courses is standing in a minimum of eight papers of the Grade XIII examination. Accordingly, section 8 of Exam. Circular 115, May, 1949, has been amended so that applicants for University Type A Bursaries will be required to qualify on only eight papers of the Grade XIII examination. The amended section now reads as follows:-

> "8. For a University (First Year) Type A Bursary, an applicant shall obtain standing and an average of at least 66 per cent on EIGHT papers of the Grade XIII examination. These papers shall include English Composition and English Literature but shall not include Problems. No applicant shall be considered who has not obtained standing in at least four of the Grade XIII examination papers in the current academic year."

Principals are requested to bring this amendment to the attention of pupils who may be interested in applying for University Type A Bursaries.

F. S. Rutherford

Deputy Minister.

TORONTO, June 1st, 1949.

Being mailed to all
schools June 1 — /49

ONTARIO
DEPARTMENT OF EDUCATION

TO INSPECTORS, PRINCIPALS AND TEACHERS OF ONTARIO SCHOOLS

Re Traffic Accidents to children

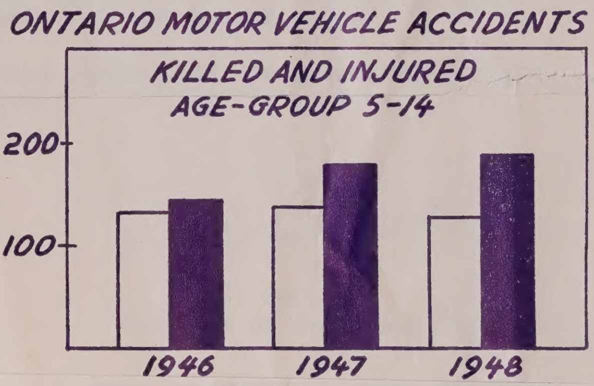
Once again you are being asked, just before your pupils leave school for the summer, to help make them more safety-minded, especially about motor traffic.

Your past efforts in this respect are sincerely appreciated. No other group has been as successful in developing the safe habits that keep traffic accidents down to a minimum. Your help has undoubtedly saved many lives, and your continued support is urgently needed.

When children are in your care, and when they are going to and from school, they are far less frequently involved in traffic accidents than they are during holiday seasons. The most dangerous period is while the schools are closed for the summer, just at the time when holiday travel boosts highway traffic to its yearly peak. Ontario's 700,000 school children are then largely without any daytime supervision, and our accident statistics reflect this. Also, the high rate of accidents involving children carries over into the early part of the fall term, because it takes the children some time to readjust themselves to school life. In addition there are thousands of children going to school for the first time in their lives.

The chart at right has been supplied by the Department of Highways to illustrate:

1. **The great seriousness of traffic accidents involving children in the summer;**
2. **That while there has been some slight improvement in the school year record, there has been an increase in summer casualties.**



ONTARIO

To:

You will soon finish school for this year and go on your summer holidays.

There is one thing you can do that will help make certain it is a happy holiday. BE CAREFUL whenever you are near motor cars and trucks.

The summer is always a bad time for accidents. Please.....

Play in safe places.

Walk on the left side of the road (If there is no footpath).

Avoid stepping out from near parked cars and trucks.

Stop, Look and Wait before crossing streets.

Cross only at intersections and walk across, don't run.

To help you remember how you can play, walk and ride safely this summer, we are sending you this little folder. Please read it. Then put it somewhere where you will see it often.

Sincerely yours

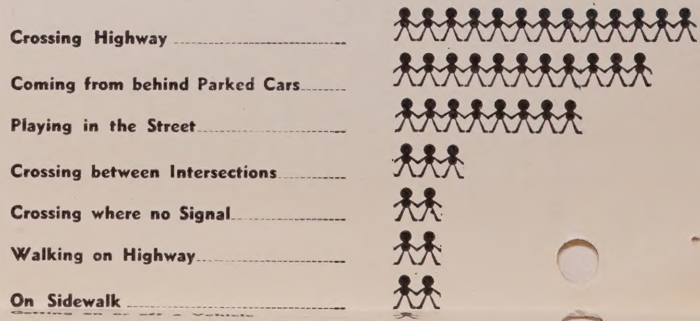
Geo. H. Doucett.

Minister of Highways

June 1st, 1949.

HOW 68 CHILDREN OF SCHOOL AGE WERE KILLED IN 1948

42 were walking



Getting on or off a Vehicle	🚶

13 were riding bicycles

Two Riding on One Bicycle	🚶🚶🚶
Riding on Wrong Side of Road	🚶🚶
Riding in Centre of Road	🚶🚶
Failure to Stop at Through Street	🚶🚶
Swerving Left without Warning Signal	🚶🚶
Passing a Vehicle	🚶🚶

13 were riding in automobiles

Place this notice inside the screen door which you use most --Just above the door handle.

STOP

AT THE CURB

LOOK

BOTH WAYS

WAIT

UNTIL IT'S SAFE, THEN

WALK

ACROSS THE STREET

ONTARIO

DEPARTMENT OF EDUCATION

TORONTO 2, January 12, 1949.

To Secretaries of School Boards:

Once again the Vocational Branch of the Department of Education has been asked to assist the Technical Research Council of the O.E.A. (Technical Section) in regard to their proposed Refresher Course in Methods of Instruction during the week of June 20 to 25.

This plan to improve the character of the teaching in Vocational Schools was organized by the Technical Research Council with the assistance of the Vocational Branch, Department of Education, and the Vocational Training Department of the Ontario College of Education. Full details of the course offered have been supplied to Boards previously.

The main purpose of this letter is to obtain the opinion and wishes of the Boards and Principals in regard to the suitability of these dates, if the Technical Research Council were able to accommodate one or more teachers from each school.

Early attention to this request will be greatly appreciated by the Technical Research Council.

L. S. Beattie

L. S. Beattie
Director of Vocational Education.

Copy to Principal.

Extracts from Grant Regulations for 1949

PUBLIC AND SEPARATE SCHOOLS

URBAN PUBLIC- AND SEPARATE-SCHOOLS

4.—There shall be paid to the board of an urban public- or separate-school in a municipality having a population of,—

(*a*) at least 100,000, a grant equal to 26 per cent of the approved cost;

(*b*) at least 10,000 but under 100,000, a grant equal to 31 per cent of the approved cost;

(*c*) at least 5,000 but under 10,000, a grant equal to 37 per cent of the approved cost;

(*d*) at least 2,500 but under 5,000, a grant equal to 45 per cent of the approved cost; and

(*e*) under 2,500, a grant equal to 55 per cent of the approved cost.

RURAL PUBLIC- AND SEPARATE-SCHOOLS

5.—(1) There shall be paid to the board of a rural public- or separate-school for which the assessment per classroom is,—

(*a*) at least $80,000, a grant equal to 45 per cent of the approved cost;

(*b*) at least $50,000 but under $80,000, a grant equal to 55 per cent of the approved cost;

(*c*) at least $30,000 but under $50,000, a grant equal to 71 per cent of the approved cost; and

(*d*) under $30,000, a grant equal to 89 per cent of the approved cost.

(*The one mill grant to larger units of administration is continued.*)

VOCATIONAL SCHOOLS

11.—(1) There shall be paid to the board of a vocational school a grant equal to the following percentages of the total salaries paid by the board to qualified teachers of day and evening classes for the preceding school year less the amount of fees retained from resident pupils of evening classes,—

(*a*) 85 per cent of the first $20,000;

(*b*) 75 per cent of the next $20,000;

(*c*) 65 per cent of the next $20,000;

(*d*) 55 per cent of any further amount.

(2) There shall be paid to a board of a vocational school an additional grant equal to 50 per cent of any amount paid out of current revenue for,—

(*a*) the erection of a building or portion of a building for the purposes of a day vocational school; or

(*b*) new equipment and furniture provided for instructional purposes.

COLLEGIATE INSTITUTES, HIGH SCHOOLS, AND GRADES A AND B CONTINUATION SCHOOLS

9.—(1) There shall be paid to the board of a collegiate institute, high school, or grade A or B continuation school, where the mill-rate is,—

(*a*) under 4 mills, a grant equal to 15 per cent of the approved cost;

(*b*) at least 4 mills but under 5 mills, a grant equal to 20 per cent of the approved cost;

(*c*) at least 5 mills but under 6 mills, a grant equal to 25 per cent of the approved cost;

(*d*) at least 6 mills but under 7 mills, a grant equal to 30 per cent of the approved cost;

(*e*) at least 7 mills but under 8 mills, a grant equal to 35 per cent of the approved cost;

(*f*) at least 8 mills but under 9 mills, a grant equal to 40 per cent of the approved cost;

(*g*) at least 9 mills but under 10 mills, a grant equal to 45 per cent of the approved cost;

(*h*) at least 10 mills but under 11 mills, a grant equal to 50 per cent of the approved cost;

(*i*) at least 11 mills but under 12 mills, a grant equal to 55 per cent of the approved cost;

(*j*) at least 12 mills but under 13 mills, a grant equal to 60 per cent of the approved cost;

(*k*) at least 13 mills but under 14 mills, a grant equal to 65 per cent of the approved cost; and

(*l*) at least 14 mills, a grant equal to 70 per cent of the approved cost.

Note—The grant of $10 per pupil has been discontinued.

Note—The maximum approved costs continue as before

ONTARIO
DEPARTMENT OF EDUCATION

TORONTO 2, January 24, 1949.

Memorandum to:
Secretaries of Boards of Trustees.

Re: 1949 General Legislative Grants

Effective for the calendar year 1949, the sum of $36,500,000 will be placed in the estimates for legislative grants to school boards. This sum greatly exceeds the amount paid in any previous year.

In order to simplify the estimating of grants for 1949 budgets, extracts from the grant regulations which will be effective in 1949 are printed on the reverse hereof.

School boards are again reminded that, in these days of rising costs and expenditures, wise economies are more urgently needed than ever.

Dana Porter

Minister of Education.

Exam.Circular 40
250 - March, 1949

ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

To Principals of Vocational Schools Which Offer a Four-Year Course in Any Department

The Principals of certain Vocational Schools have, with the approval of the local school authority, adopted a practice of placing, during the latter part of the school year, pupils of the fourth year in positions in offices and in industries for which they have been specifically trained.

The positions chosen are such that the pupils meet in actual practice conditions which they have been taught to face during their school work. While at work these pupils are kept under supervision and may seek and obtain advice from the school whenever it is needed.

In the belief that the practice, if properly carried out, tends to link the Vocational Schools more closely with the work in business offices and industrial plants, the Minister has ruled that Ontario Secondary School Graduation Diplomas may be granted to such pupils of Vocational Schools provided that

(a) they are recommended by their Principals to be well above average on their term work and tests,

(b) they are not released from school for such practical experience earlier than April 30 of their fourth year, and

(c) the Principals obtain favourable reports on the work of these pupils from their employers.

F.S. Rutherford
Deputy Minister of Education.

TORONTO, March 2, 1949.

OMA (GRADE 13) LEVEL

d at an Approved Summer School.

....

(Name of School)

s in area below. Do not use course or subject codes.

																			Enter "D" if Secondary School Honour Graduation Diploma granted	Enter name of Approved Summer School attended in 1972.

The standings reported above have been obtained at an Approved Summer School in 1972.

Signature of Principal ....
(To be entered on each sheet)

DATE 1972

MINISTRY OF EDUCATION, ONTARIO

1972

HONOUR GRADUATI

granted on the basis of mark

Names of students in full, in alphabetical order, surnames preceding. PLEASE PRINT IN BLOCK LETTERS	Age in years as of June 1, 1972	Type or print descriptive course de													
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INSTRUCTIONS

1. List names, summer school marks and credit values for all students who have completed successfully summer courses offered at the Secondary School Honour Graduation Diploma (Grade 13) level by an Approved Summer School in 1972 (Reference: Circular H.S.1, 1971-72). This is to include summer school standings obtained at this level by students who were registered at a lower level during the regular school year.

DE 223 (2/72)

2. Enter "D" in the appropriate column if the Secondary School Honour Graduation Diploma is to be, or has been, awarde[illegible] the basis of 1972 summer school marks.
3. Do not enter standing obtained during the regular school year or in previous years.
4. Complete and forward to Education Records Branch, Ministry of Education, Mowat Block, Queen's Park, Toronto 182.